

CASUAL VACANCIES – CITY BOARD MEMBERS

Report of the Director & Company Secretary

1. SUMMARY

This report informs the City Board of the vacancies and process to recruit City Board Members in the South East and South West until 11 October 2012.

2. RECOMMENDATION

To note

1. that the DACP has nominated Ray Theobald to the casual position of South East City Board Member with immediate effect until the AGM on 11 October 2012
2. the vacancies and process outlined in paragraphs 3.4 and 3.5 below for the recruitment of two City Board Members South West, until the AGM on 11 October 2012.

3. MATTER FOR CONSIDERATION

- 3.1 Following this year's City Board elections held during the Summer, there were a number of vacancies on the City Board. These are one position in the South East and two in the South West.
- 3.2 Casual vacancies on the City Board are dealt with in the same way as for Derby Homes Board. Where there is one year or less of their term of office the Derby Association of Community Partners will appoint City Board Members from tenants living in the area.
- 3.3 The DACP has been contacted and asked to appoint tenants to fill these vacancies. They have appointed Ray Theobald to the South East vacancy. Unfortunately, at the time of writing this report, they have been unable to identify anyone for the South West vacancies.
- 3.4 If the DACP is unsuccessful appointing SW City Board Members, then the vacancies will be advertised through a variety of methods including mailshots, Derby Homes' website, Facebook and Twitter. This will be followed by an interview process involving a panel of the City Board Chair or Vice Chair, one main Board Member and the Director & Company Secretary. The DACP will be requested to support the panel's choice emerging from this process. The appointments will be then be confirmed at the next available main Board meeting.

- 3.5 If a recruitment campaign outlined in 3.3 is necessary, the timetable will be as follows:

Vacancies advertised through mailshot, website, etc	w/c 2 January
Closing date for receipt of applications	Monday 23 January
Interviews with City Board Chair or Vice Chair, a Board Member and Director & Company Secretary	w/c 30 January 2012
Urgent approval of the appointments obtained from the Chair and a Vice Chair of Derby Homes (not on interview panel) and reported to next available main Board meeting	Approval will be obtained as soon as the interview process has been completed.
Attendance at first City Board meeting	16 February

- 3.6 If City Board Members are aware of other tenants, living in the SW area who are interested in joining the City Board, they should be encouraged to contact the Governance Services Manager or the DACP.
- 3.7 A full election process will be initiated in 2012, along with the election for City Board Members North East and Leaseholder positions.
- 3.8 The South West City Board Member elected during 2012 will retire in 2013 and there will be a further election process in 2013. The South East City Board Member elected during 2012 will retire in 2014 and there will be a further election process in 2014.

4. CONSULTATION IMPLICATIONS

The DACP have been consulted on these proposals.

5. FINANCIAL AND BUSINESS PLAN IMPLICATIONS

The cost of filling these vacancies will be minimal as all work associated with the recruitment of these positions will be carried out in-house.

6. LEGAL AND CONFIDENTIALITY IMPLICATIONS

The process for dealing with casual vacancies on the City Board is set out in Derby Homes Governance Arrangements – Article 17 and Part IX Appointment and Recruitment of Board Members.

The areas listed below have no implications directly arising from this report:

Council
Personnel
Environmental
Equalities Impact Assessment
Health & Safety
Risk

Policy Review

If Board members or others would like to discuss this report ahead of the meeting please contact the author, or Phil Davies, Chief Executive, phil.davies@derbyhomes.org – Phone: 01332 888528

Author: Jackie Mitchell/Governance Services Manager/01332 888527/jackie.mitchell@derbyhomes.org

Background Information: None

Supporting Information: None