

BOARD TRAINING & APPRAISALS 2019

Report of the Finance Director & Company Secretary

1. SUMMARY

- 1.1 This report sets out the Board training programme and arrangements for the Operational Board Chair's appraisal in 2019/20.

2. RECOMMENDATIONS

1. To approve the Board training programme attached at Appendix 1, subject to any further suggestions.
2. To note the arrangements for the Chair's appraisal in 2019/20 and to suggest any changes to the appraisal form.

3. REASON(S) FOR RECOMMENDATION

- 3.1 To comply with the National Housing Federation (NHF) 2015 Code of Governance and the requirements for Board Members ongoing training and performance review.

4. MATTER(S) FOR CONSIDERATION

- 4.1 This year's Board Training Programme is attached at Appendix 1. The training programme is available to all main Board Members and Operational Board Members as indicated on the programme. Customer Voice (formerly the Tenant Panel) Members will also be invited to relevant training.
- 4.2 The programme takes into account training needs identified through Board Member appraisals and skills audit which took place during 2018. Operational Board Members are invited to suggest any further topics for inclusion in the training programme.
- 4.3 Board Members will be notified once dates have been confirmed and an invitation will be sent to Board Members around a month before and a reminder a week before each session.
- 4.4 As part of Board Members induction and ongoing learning and development, there are a number of training topics on Derby Homes' e-learning system, a number of which are mandatory, for example, GDPR. During this year we will be introducing a new e-learning system. Board Members will be advised when the system is up and running. If required guidance and training will be provided.

- 4.5 Board Members are also able to participate in shadowing Derby Homes' teams, on request.

Chair's Appraisal

- 4.6 At the meeting in May 2017 the Board agreed that appraisal of the Chair of Derby Homes and Committee Chairs takes place in 2017 and every other year thereafter.
- 4.7 It is proposed that the process commences at the beginning of June with Operational Board Members completing the Operational Board Chair appraisal forms by the end of June. Attached at Appendix 2 is the appraisal form.

Board Members are invited to consider any changes to the form.

- 4.8 Scores and comments (but not the names of appraisers) will be feedback to the Operational Board Chair.

5. OTHER OPTIONS CONSIDERED

- 5.1 To do nothing. This would result in non-compliance of the Code and require a statement of non-compliance to be made within the annual statement of compliance in the annual accounts.

IMPLICATIONS

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

Consultation
Financial and Business Plan
Legal and Confidentiality
Council
Personnel
Environmental
Equalities Impact Assessment
Health & Safety
Risk
Policy Review

For more information please contact:

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Background information: Board Members Skills Audit 2018

List of appendices Appendix 1 Board Training Programme 2019-20
 Appendix 2 Chairs Appraisal Form

This report has been approved by the following

Finance Director & Company Secretary	David Enticott	18/3/19
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