

## **BOARD TRAINING PROGRAMME 2012/13**

Report of the Director & Company Secretary

### **1. SUMMARY**

This report sets out arrangements for the annual Board training programme for 2012/13.

### **2. RECOMMENDATION**

To note the annual Board training programme 2012/13.

### **3. MATTER FOR CONSIDERATION**

- 3.1 The annual Board training programme was recently approved by the Derby Homes Board. A copy is attached at Appendix 1.
- 3.2 City Board Members will be contacted direct when dates for the training become available.
- 3.3 An additional subject – Performance & Risk, has been added to this year's programme. City Board Members can attend this course.

### **5. FINANCIAL AND BUSINESS PLAN IMPLICATIONS**

A budget of £11,000 is available in 2012-13 for Board and City Board Members training.

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

Consultation  
Legal and Confidentiality  
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](mailto:phil.davies@derbyhomes.org) – Phone: 01332 888528

Author: Jackie Mitchell, Governance Services Manager, Telephone 01332 888527, Email [jackie.mitchell@derbyhomes.org](mailto:jackie.mitchell@derbyhomes.org)

Background Information: None

Supporting Information: Board Report 22 March 2012

## DERBY HOMES BOARD MEMBERS' TRAINING PROGRAMME 2012/13

Board Members should complete these courses within their first 2 years on the Board, and thereafter at least every 3 years			
Course	When Proposed Time & Date	Facilitator/Lead	Who should attend
<b>Introductory / Basic Level</b>			
<ul style="list-style-type: none"> <li>• Introduction to Derby Homes</li> <li>• Housing Management</li> <li>• Housing Repairs &amp; Maintenance</li> <li>• Equalities &amp; Diversity</li> <li>• Health &amp; Safety</li> <li>• Finance</li> </ul>		Derby Homes E-Learning system	All Board Members All City Board Members
<b>Advanced Level</b>			
Equalities	April	Equality Works	Board Members City Board Members (optional)
Maintenance Services	May	Director of Investment & Regeneration	Board Members City Board Members (optional)
Housing Management	June	Director of Housing & Customer Service	Board Members City Board Members (optional)
Performance & Risk	September	Performance Manager	Board Members City Board Members (optional)
Housing Finance	November	Steve Partridge, CIH	Board Members City Board Members (optional)
Board Governance	December	Anthony Collins Solicitors	Board Members only
Health & Safety	January	Senior Health & Safety Advisor	Board Members only

Course	When (Time/Date tbc)	Facilitator/Lead	Who should attend
<b>Induction Programmes</b>			
Induction Programme for new Board & City Board Members	As required	Director & Company Secretary / Governance Services Manager	Board Members City Board Members
Audit Committee Induction & Development Programme	As required	Director & Company Secretary / Governance Services Manager	Audit Committee Members

<b>OPTIONAL</b>			
Derby Homes In house Training Programme (please contact Susan Hill on 888525 for details)	On request	Various	Board Members
CIH Annual Conference NFA Annual Conference	12-14 June 2012 11-12 July 2012	CIH NFA	Board Members
Work Shadowing/Visits - Local Offices and other DH Teams	On request		Board Members
Basic IT Skills		Derby Homes E-Learning System	Board Members City Board Members