

**BOARD ACTION PLAN 2012/13**

		Responsible Officer	Action Deadline	Update 13/9/2012
<b>1. Appraisal Processes</b>				
1.1	Consider seeking feedback from other key stakeholders as part of the review process	B Osler J Mitchell	Nov 12	This will be considered for the 2012/13 Board review
<b>2. Taking the Lead on Strategies and Policies:</b>				
2.1	Revisit organisational priorities once the HRA resource implications are clear.	B Osler C Langstaff	Oct 12	To be discussed
2.2	Continue to explore the feasibility of delivering social enterprise initiatives, taking into account the governance implications arising from the introduction of any special delivery vehicle.	C Langstaff	Dec 12	To be discussed
2.3	Consider how Derby Homes' individual "brand" and organisational culture can be protected and enhanced.	B Osler C Langstaff	Sept 12	To be discussed
	Prioritise one or two reports per Board meeting as the focus for key strategic discussions.	B Osler	May 12	BO to action
<b>3. Working as a Team and Sharing Responsibility for Decisions</b>				
3.1	Ensure the next away day allows time and opportunity for introducing and exchanging information about members.	B Osler P Davies	Achieved 3/3/12	An' icebreaker' exercise was included at the 2012 Board Away Day
3.2	Develop tenant board members' capacity through targeted training, enhanced responsibilities and mentoring.	B Osler J Mitchell	Dec12	This has not been implemented because of changes in tenant board membership, and will be actioned for new Tenant Board Members in 2013.

<b>4. Making Decisions Effectively</b>				
4.1	Review skills sets required for the next 10 years of business.	B Osler C Langstaff	July 12	Deadline put back to Feb 13
4.2	Consider the possibility of co-opting additional financial skills/expertise, including treasury management, onto the Board.	B Osler D Enticott	Sep 12	To be considered within 4.1 above by Feb 13
4.3	Keep report and presentation content and agenda placement under review. Ensure information is analysed, prioritised and summarised.	B Osler C Langstaff	Sep 12	To be discussed
4.4	Focus member feedback from Committees and the City Board on key discussions held /decisions made.	B Osler D Rees I MacDonald T Holme	May 12	To be introduced from September Board meeting
4.5	Explore use of IT to further reduce Board paperwork and consider the possibility of video conferencing	C Langstaff D Enticott	Mar 13	Board IT to be reviewed this financial year.
<b>5. The Governance Rules the Board Has To Follow Are Effective</b>				
5.1	Formalise champion role job descriptions and include in service level agreements	D Enticott J Mitchell	Jun 12	Champion roles job description and Service Agreements were approved by the Board in May 2012.
5.2	Revisit arrangements for the AGM	P Davies B Osler	Mar 12	Considered by the Board and agreed to hold a business meeting only, immediately before the November Board meeting.
<b>6.</b>	<b>Holding the Officers to Account</b>			
6.1	Review the Role of the Value for Money Committee	B Osler P Davies	Achieved Mar 12	The VFM committee has been integrated with the Building on Excellence Committee.
6.2	Report back on progress against the forward plan at least six-monthly.	B Osler C Langstaff	Oct 12	To be discussed
6.3	Include performance management as part of essential training programme for board members.	J Mitchell J Eyre	Sep 12	Performance training is included in this year's Board training programme
6.4	Set deadlines for all officer action points requested by the Board.	B Osler	Mar 12	

7.	<b>Overseeing the Budget and Finances</b>			
7.1	Include risk as part of the essential board member training programme.	J Mitchell J Eyre	Sep 12	Risk training is included in this year's Board training programme
7.2	Review whether budget information to Board could be summarised/simplified.	D Enticott	Dec 12	Management Accounts were simplified/reformatted July 2012
7.3	Ensure risk/financial implications are addressed in all report summaries.	P Davies	May 12	This is an ongoing action
8.	<b>Boardcraft</b>			
8.1	Plan for and promote future tenant board membership	B Osler	Sep 12	To be discussed
8.2	Encourage board membership from women and people from ethnic minorities	D Rees C Langstaff		
8.3	Clarify Board champion roles and remits.	D Enticott J Mitchell		Discussed at Board Away Day 2012 and approved by Board in May
8.4	Brief board members prior to their attending any events in their formal capacity	P Davies	Mar 12	This was done prior to 2012 NFA conference and will continue in future