

OPERATIONAL BOARD MEMBERS APPRAISAL

Report of the Company Solicitor

1. SUMMARY

This report sets out arrangements for Operational Board Members appraisal as recommended by the Governance Committee on 14 April 2016 and approved by Derby Homes Board on 26 May 2016.

2. RECOMMENDATION

To note

1. the arrangements for the annual appraisal of Operational Board Members
2. the outcome of the peer review of Derby Homes governance arrangements by Rykneld Homes.

3. MATTER FOR CONSIDERATION

- 3.1 The Derby Homes Board has adopted the NHF Code of Governance 2015. The Code requires

'D9 A full and rigorous appraisal process for the individual members of the board and its committees, including the chairs, must be carried out at least every two years.'

- 3.2 The Operational Board is a committee of the Derby Homes Board and therefore, for the first time and in accordance with the Code, the appraisal of Operational Board Members will also be carried out.

- 3.3 The objectives of the appraisal process are to

- Assess performance of individual Board Members
- Update skills and identify any gaps
- Identify individual training or development needs.

- 3.4 As part of the appraisal process, Operational Board Members' will be asked to complete a self-assessment (Appendix 1) and a skills audit (Appendix 2). The forms will be emailed separately following this meeting, with a return deadline of Friday 9 September.

- 3.5 Members who joined the Operational Board after 1 April 2016 will not be required to participate this year. The 3 main Board Members on the Operational Board have already participated in the main Board appraisals and are therefore excluded from this process.

- 3.6 The results of the appraisal exercise will be shared and discussed with the Chair of the Board and the Chair of the Operational Board and meetings will be held with individual Members to discuss the results and any future development needs.
- 3.7 Operational Board Members have already been requested to assess the performance of the Chair of the Operational Board, by email on 25 July. If anyone has not returned this form yet, can they please do so as soon as possible. A paper copy of the form can be supplied on request.
- 3.8 The Operational Board will recall Derby Homes engaged in a peer review exercise with Rykneld Homes earlier this year. The peer review considered Derby Homes' governance arrangements and included interviews with some Operational Board Members and observation of the February meeting. Rykneld's report is attached at Appendix 3.
- 3.9 Key points from the review, relating to the Operational Board are as follows
- Interviews with operational board members were very positive and through these the peer reviewers observed that Derby Homes had a positive attitude to tenant involvement.
 - Observation at the Operational Board meeting was that the agenda was varied and interesting but there appeared to be a lack of issues requiring significant decisions to be made.
 - The consensus was that at present there is a large resourcing requirement for the Operational Board with minimum outcomes in terms of decision making opportunities.
- 3.10 One recommendation was made regarding the Operational Board:
- Operational Board – consider the function of the operational board making better use of officer time and aligning its role to its Terms of Reference.
- 3.11 This recommendation has already been made 'in-house' and working with the Chair of the Operational Board officers have put in place a number of actions to better utilise resources and opportunities for the Operational Board.

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

If Board Members or others would like to discuss this report ahead of the meeting please contact:
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Background Information: None
Supporting Information: None