

## DERBY HOMES LIMITED CITY BOARD

THURSDAY 21 JUNE 2012 AT 6.00 PM  
THE GREEN ROOM, LONDON ROAD

### AGENDA

1. Apologies
2. Admission of late items (if any)
3. Declarations of any other business
4. Declarations of Interest – *please refer to advice at the end of this agenda*
5. City Board Vice Chair  
*To note that Margaret Redfern has been elected by the Derby Homes Board as Vice Chair of Derby Homes and the City Board until the AGM on 29 November 2012*

### PART A – FOR DECISION

- A1 Minutes of the meeting held on 19 April 2012
- A2 Matters arising
- A3 Questions from members of the public (maximum time 15 minutes)
- A4 Any items from Part B to be discussed
- A5 Any items for representatives from Contractor Partners
  - Presentation on Home Fire Safety Measures - Derbyshire Fire and Rescue
- A6 Housing and Leaseholder Focus Groups' and Equality Groups Items
  - Feedback from HFG Facilitators
- A7 Training for City Board Members  
*City Board members to identify any training needs*
- A8 Conversion of Community Rooms – Slindon Croft and Garsdale Court
- A9 Tenant Rewards

## **PART B – FOR NOTING/DISCUSSION**

- B1 Directors' Update
- B2 Equalities Monitoring – Year End
- B3 Repairs Service Update
- B4 Progress on Customer Services Strategy
- B5 Supported Services Update
- B6 Estates Pride Quick Fix Bids
- B7 Tenant Panel Introduction
- B8 Minutes of the Derby Homes Board meeting held on 31 May 2012 (draft) – To follow
- B9 Date and time of next meeting – 30 August 2012 at 6.00 pm

## **PART C – CONFIDENTIAL BUSINESS**

- C1 Confidential Business  
*To consider a resolution to exclude members of the public during consideration of the following item*  
  
*“that under Part IV of the Derby Homes Governance Arrangements, members of the public be excluded from the meeting during discussion of the following item(s) on grounds that it involves the likely disclosure of confidential information as defined in Standing Order 18.2(c).*
- C2 Petition

## **DECLARATIONS OF INTEREST**

All Board Members have a duty to act in the best interest of Derby Homes when they make decisions at Board or Committee meetings. Board Members must not generally put themselves in a position where there is a conflict between their personal interests and the duty they owe Derby Homes.

Derby Homes' Governance Arrangements requires Board Members to declare any interest they may have in a matter before it is discussed

The declaration of 'the usual' interests covers the interests of councillors on matters relating to Derby City Council and the interests of tenants and leaseholders on matters relating to their interests as tenants and leaseholders of Derby City Council and customers of Derby Homes.

If at the beginning or during the meeting you realise that an item you are discussing directly affects you, your family or persons known to you then you should declare your interest straight away.

The general rule is that you should not remain present during the discussion of the matter in which you have a business or personal interest unless the other Board Members agree otherwise. You are not allowed to vote on the matter.

Any question arising at a meeting as to the eligibility of a Member to vote may be referred to the Chair before the conclusion of the meeting and the Chair's decision (other than in relation to him/herself) shall be final and conclusive.

You are welcome to raise and discuss any doubts you may have about a declaration of interest at any time by contacting the Company Secretary direct.

## **FOR INFORMATION**

### **Fire Evacuation Procedure – London Road**

No fire drills are scheduled.

#### **Action on discovering a fire**

1. raise the alarm by operating one of the manual call points
2. Leave by the nearest available exit to the assembly point on the grass next to the staff canteen.

#### **Action on hearing the alarm**

1. do not stop to collect personal belongings
2. close windows and doors if it does not cause undue delay
3. escort any visitors and leave by the nearest available exit and go to the assembly point on the grass next to the staff canteen.
3. check that someone has called the Fire Brigade by dialing 999
4. do not return to the building until given the all clear by the Fire Brigade