

DERBY HOMES LIMITED

MINUTES OF THE BOARD MEETING

Held on 30 January 2020

The meeting started at 6.00 pm

Board Members Present:

Mike Ainsley (Chair), Jenn Layton Annable, Lucy Care, Bob MacDonald, Iain MacDonald, Jerry Pearce, Finbar Richards, Sarah Russell, Jsan Shepherd

Officers Present:

Maria Murphy, Managing Director
David Enticott, Finance Director & Company Secretary
Shaun Bennett, Director of Property
Clare Mehrbani, Director of Housing Services
Jackie Mitchell, Governance Services Manager

20/01 Apologies

Apologies for absence were received from Councillor Roy Webb and Rachel North, Derby City Council

20/02 Admission of Late Items

There were no late items.

20/03 Declarations of Interests

The Council Board Members were noted as declaring their interest in matters relating to Derby City Council.

The Tenant Board Members declared their interests as tenants (as defined in the Memorandum and Articles of Association) of Derby City Council.

20/04 Minutes of Previous Meeting

The minutes of the meeting held on the 28 November 2019 were accepted as a correct record.

20/05 Matters Arising

19/164 Outstanding Actions

A meeting for independent and Brexit Party councilors has been arranged for early March. The Council has said it will endeavor to include Derby Homes in the new Councillors' induction programme.

19/171 Property Update

Finbar Richards raised concerns about dog fouling in the Stockbrook Street area. The Director of Housing Services advised of initiatives and campaigns to help combat the problem on estates. .

20/06 Announcements from the Chair

The Chair proposed the inclusion of a standing agenda item on Equalities. The report will be in the same format as the Health & Safety Update and the Equalities Champion, Jsan Shepherd, will provide feedback from the Forum.

As part of the 100 years of Council Housing celebrations, Derby Homes will provide a major presence at this year's Derby Beer Festival. Derby Homes' staff will be on site to promote the celebration, the Derby Homes' Addison Ale will be launched and the Managing Director will give a talk about Council Housing. In addition Derby Homes will be offering 100 free tickets for tenants. The event takes place from 19 – 22 February.

Lucy Care advised that Drink Aware is looking for partners in Derby. The Managing Director nominated the Director of Property to lead on enquiries into this.

20/07 Statements from Members of the Board

There were no statements from Members of the Board.

20/08 Questions from members of the public

There were no questions from members of the public.

20/09 Committee Chairs' Feedback

The Chair of the Operational Board provided feedback from the meeting held on 12 December 2019.

Agreed

The Board noted the feedback from the Operational Board meeting of 12 December 2019.

20/10 Outstanding Actions

The Board considered an update on outstanding actions arising from previous meetings.

Confidential Business

20/11 Agreed

The Board agreed, under Part IV of the Derby Homes Governance Arrangements, members of the public be excluded from the meeting during discussion of the following items on grounds that it involves the likely disclosure of confidential information as defined in Standing Order 20.2 (f, g, h and n).

20/12 Managing Director's Report

The Board considered a report from the Managing Director on strategic and key issues.

Agreed

The Board noted the report.

20/13 HRA Business Plan and Rents 2020/21

The Board considered a report that set out the Council's recommendations relating to rents and service charges for Council tenancies and the HRA Business Plan. The report also proposed changes to service charges for Derby Homes' tenancies.

Agreed

The Board noted the report and approved the recommendations contained within it.

20/14 Property Update

The Board considered an update on current issues within the Property Directorate.

Agreed

The Board noted the report.

20/15 Housing Services Update

The Board considered a report on strategic and key issues in relation to Housing Services.

Agreed

The Board noted the report.

20/16 Central Midlands Audit Partnership

The Board consider a report regarding the current and future arrangements regarding the Central Midlands Audit Partnership.

Agreed

The Board approved the recommendations contained in the report.

End of Confidential Items

20/17 Items from Part C for discussion

Agreed

The Board did not raise any items from Part C for discussion.

20/18 Health & Safety Update

The Board considered details of recent health and safety performance and current issues.

The update included details of the RoSPA bid, submitted for 2020, progress made in relation to roofing repairs at Milestone House and risk management work at Milestone House assessing peer to peer risk.

Agreed

The Board noted the report.

20/19 Standing Order 12

Agreed

The Board agreed to waive Standing Order 12 to allow the meeting to continue after 8.00 pm.

20/20 Draft Operational Budget 2020/21

The Board considered the operational budget for Derby Homes for 2020/21 and forecasts for 2021/22, 2022/23 and 2023/24.

The budgets have been drafted to re-invest operational savings and efficiencies into funding agreed operational pressures. Overall the budget is now in deficit and will be reliant on a small use of reserves. Longer term the deficit will need to be addressed through further income or lower costs but at present is a relatively small amount of the budgeted turnover.

The proposed budget plans were summarised in the report and Appendix 1.

The report also provided an outline of options and stress testing 2020/21 to 2023/24 (Appendix 2) and Capital Programme and capital financing (requirements (Appendix 3).

Agreed

The Board approved:

1. the DH budget for 2020/21 as per Appendix 1, along with the pressures and savings listed in 4.9.
2. in principle the budgets for 2021/22, 2022/23, 2023/24 and 2024/25 as detailed in Appendix 1.
3. the updated 2019/20 and future capital programme on new homes & vehicles as detailed in Appendix 3.
4. in principle any request for loan funding from DCC at the levels indicated in Appendix 3. Final approvals would be required from DCC and Board.

20/20 Delivery Plan 2020/21

The Board considered a report presenting the Delivery Plan updated for 2020/21 for approval prior to agreement by Derby City Council.

The Delivery Plan includes a small basket of priority performance measures which are reported regularly to the Operational Board and Derby City Council. The scorecard is reviewed and updated on an annual basis, to make sure it continues to reflect the latest priority areas. The report presented a list of measures for 2020/21 for consideration. Further work will take place to develop targets for performance measures in conjunction with the Council.

The Managing Director proposed that she rewrite the section on Derby

Homes Values with a more customer first approach.

It was agreed that some narrative on Environmental Impacts should be included within the strategic objectives.

The Board was asked to contact the Managing Director with any further comments on the Delivery Plan.

Agreed

The Board approved the draft 2020/21 Delivery Plan and delegated any further minor amendments to the Managing Director of Derby Homes, for submission to the Council.

20/21 Insurance Act 2015

Under the Act Derby Homes is obliged to disclose to insurers "relevant information" at both the insurance tender / renewal time and within the year if relevant issues occur.

The Board considered whether there was any new relevant information that should be disclosed to the insurer under the Insurance Act 2015.

Agreed

The Board, having considered whether there is any new relevant information that should be disclosed to insurers as required under the Insurance Act 2015, agreed it was not aware of any such information.

20/22 Draft Minutes of Committees of the Board

The Board received the minutes of the Operational Board meeting held on 12 December 2019.

Agreed

The Board noted the draft minutes.

20/23 Performance Management Quarter 2 2019/20

The Board received a report presenting a summary of performance for quarter two 2019/20 from key performance measures reported to Derby City Council.

At the end of quarter two (up to 30 September 2019), 79% of measures achieved or exceeded their year-end target and 90% were forecast to either meet or exceed their target.

The report also outlined changes to the performance targets, made as part of the mid-year target review.

Agreed

The Board noted the report.

20/24 Housemark Benchmarking 2018/19

The Board received a report on Derby Homes' cost and performance information as detailed in the Housemark cost and performance benchmarking report 2018/19.

Agreed

The Board noted the report.

20/25 Forward Plan of Agenda Items

The Board received the Forward Plan of Agenda Items for the period February – July 2020.

Agreed

The Board noted the Forward Plan.

Date of next meeting

The next meeting will be held on Thursday 26 March 2020 at 6.00 pm in the Board Room at London Road.

The meeting ended at 20.45 pm.

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CHAIR

Signed as true and accurate record of the meeting held on 30 January 2020.