

## **DERBY HOMES LIMITED**

### **MINUTES OF THE BOARD MEETING**

**Held on Thursday 26 September 2019**

The meeting started at 6.00 pm

#### **Board Members Present:**

Mike Ainsley (Chair), Lucy Care, Bob MacDonald, Iain MacDonald,  
Jerry Pearce, Dennis Rees, Jsan Shepherd

#### **Officers Present:**

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

#### **19/124 Apologies**

Apology for absence was received from Sarah Russell.

#### **19/125 Admission of Late Items**

The Chair agreed to admit two late confidential items; one to be taken at Item A10 and the second to be included in the Managing Director's Report.

#### **19/126 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.

#### **19/127 Minutes of Previous Meeting**

The minutes of the meeting held on the 25 July 2019 were accepted as a correct record.

**19/128 Matters Arising**

Updates were provided on:

Minute 19/104 Board Structure Review

Minute 19/106 Procurement Waivers

**19/129 Announcements from the Chair**

There were no announcements from the Chair.

**19/130 Statements from Members of the Board**

There were no statements from Members of the Board.

**19/131 Questions from members of the public**

There were no questions from members of the public.

**19/132 Committee Chairs' Feedback**

The Committee Chairs provided feedback from recent meetings:

- Operational Board – 29 August 2019

The feedback included an item on the Grounds Maintenance Service provided by the Council's Street Pride team.

**Agreed**

The Board noted the feedback provided from the Operational Board meeting and requested an update on Grounds Maintenance at their meeting in November.

**19/133 Outstanding Actions**

The Board received an update of outstanding actions arising from previous meetings.

**Agreed**

The Board noted the outstanding actions.

**19/134 Confidential Business**

**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).

**19/135 Managing Director's Report**

The Board considered a report on strategic and key issues.

**Agreed**

The Board approved the recommendations in the report.

**19/136 Finance Update**

The Board considered a report providing updates on a variety of financial matters, national policy and initiatives relating to specialist housing.

**19/137 Investment & Maintenance Update**

The Board considered a report on current issues within the Investment & Maintenance Directorate.

**19/138 Housing Services Update**

The Board considered an update on strategic and key issues in relation to Housing Services.

**19/139 Standing Order 12**

**Agreed**

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

**19/140 Board Effectiveness Review**

The Board considered a report setting out details for the annual Board Effectiveness Review.

**19/141 Strategic & Operational Risk Registers Quarter 1**

The Board considered an update on the effectiveness of Derby Homes' risk management arrangements and a snapshot of the strategic and operational risk registers as at 30 June 2019.

**19/142 Urgent Action – Insulation Installation Framework**

The report was withdrawn.

**19/143 Contracts & Frameworks**

The Board considered two requests to appoint a service provider for contracts and frameworks.

**19/144 Internal Investigation**

The Board considered a report from the Chair of the Board providing an overview of a matter currently under investigation.

**Agreed**

The Board noted the report.

**End of Confidential Business**

**19/145 Items from Part C to be discussed**

**Agreed**

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

**19/146 Health & Safety Update**

The Board considered a report detailing recent health and safety performance and current issues.

Feedback was also provided regarding matters discussed at the Health & Safety Forum, including issues arising at Milestone House, the Hub and the Council House.

**Agreed**

The Board noted the report.

#### **19/147 Derby Homes Annual Report 2018/19**

The Board considered the Annual Report for 2018/19. The Annual Report has traditionally been presented at the Annual General Meeting in November. This year it is intended to release it to customers earlier.

Board Members were asked to let the Finance Director & Company Secretary have any comments.

#### **Agreed**

The Board approved Derby Homes Annual Report 2018/19.

#### **19/148 Value for Money Strategy 2019/22**

The Board considered the Value for Money Strategy, which is updated every three years. The Operational Board had considered the Strategy and recommended it to the Board for approval.

#### **Agreed**

The Board approved the Value for Money Strategy 2019/22 and the following targets:

New Supply – social 5%  
Operating Costs £000/home below the median for housing associations.

#### **19/149 Board Members Declarations of Interests 2019**

The Board considered a report detailing Board Members declared interests, in accordance with Article 30 and as required by the Companies Act 2006.

Bob MacDonald advised he is no longer

- A member of the Alvaston Neighbourhood Board
- A Public Governor at Derby Healthcare NHS Trust

Mike Ainsley advised he is a Trustee (not a director) of Northworthy Trust.

#### **Agreed**

The Board noted the Declaration of Interests by Board Members and the amendments as above.

**19/150 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.

**19/151 Draft Minutes of Committees of the Board**

The Board received the draft minutes of recent Operational Board meeting held on 29 August 2019.

**Agreed**

The board noted the draft minutes.

**19/151 Performance Management Information Quarter 1**

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

**Agreed**

The Board noted the Performance Management Information Quarter 1.

**19/152 Forward Plan of Agenda Items**

The Board received the Forward Plan of Agenda Items for the period November 2019 – April 2020.

**Agreed**

The Board noted the Forward Plan.

**Date of next meeting**

The next meeting will be held on Thursday 28 November 2019 - Annual General Meeting at 5.00 pm in the Board Room at London Road, followed by Derby Homes Board meeting.

The meeting ended at 8.35 pm.

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CHAIR

Signed as true and accurate record of the meeting held on 26 September 2019.