

## **REVIEW OF DERBY HOMES GOVERNANCE ARRANGEMENTS**

Report of the Finance Director & Company Secretary

### **1. SUMMARY**

- 1.1 The various Parts of the Governance Arrangements are reviewed on a three yearly cycle. This year a review has been carried out of:

Part VI Delegation of Responsibilities  
Part XI Standing Orders for the Appointment of Staff  
Part XII Protocol on Board Member, Executive Team and Staff Relations

A review of Part VII – Financial Procedure Rules appears elsewhere on this meeting agenda.

### **2. RECOMMENDATION(S)**

- 2.1 That the Committee recommends that the Board adopts the following as attached at Appendices 1-3

Part VI Delegation of Responsibilities  
Part XI Standing Orders for the Appointment of Staff  
Part XII Protocol on Board Member, Executive Team and Staff Relations

### **3. REASON(S) FOR RECOMMENDATION**

- 3.1 To comply with the requirement to review key policies every three years.

### **4. MATTER(S) FOR CONSIDERATION**

- 4.1 A three-yearly review has been carried out of the Governance Arrangements

Part VI Delegation of Responsibilities (Appendix 1)  
Part XI Standing Orders for the Appointment of Staff (Appendix 2)  
Part XII Protocol on Board Member, Executive Team and Staff Relations (Appendix 3).

- 4.2 No changes are proposed to the Standing Orders for the Appointment of Staff And the Protocol on Board Member, Executive Team and Staff Relations.

- 4.3 A number of amendments have been made to the Delegation of Responsibilities, mainly with respect to new SMT roles over the last three years to reflect taking on housing options, advice, accountancy and homelessness during that period, and

an update to the core values over the last few years too. These are shown in track changes in the relevant appendices.

- 4.4 The main proposed change relates to an increase in the amount above which a grant is deemed a major decision reserved to the Board which it is proposed to increase to £100,000 from £5,000. It has also been clarified that homelessness provision services are not included as many of these are delivered by third parties using the grant funding received from the Council. In all cases, grants and loans remain to be approved by the Council in addition.

## **5. OTHER OPTIONS CONSIDERED**

- 5.1 None.

## **IMPLICATIONS**

### **6. LEGAL AND CONFIDENTIALITY IMPLICATIONS**

- 6.1 Adopting and changing the Governance Arrangements is a matter reserved to the Board.

### **7. POLICY REVIEW IMPLICATIONS**

- 7.1 This is a key policy of Derby Homes and is included in the Key Policy Review Schedule. In accordance with Derby Homes Board Minute 10/51 this policy will be reviewed no later than 3 years from the date of this meeting.

The areas listed below have no implications directly arising from this report:

Consultation  
Financial and Business Plan  
Council  
Personnel  
Environmental  
Equalities Impact Assessment  
Health & Safety  
Risk

For more information please contact:

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Background information: None

List of appendices      Part VI Delegation of Responsibilities (Appendix 1)  
Part XI Standing Orders for the Appointment of Staff (Appendix 2)  
Part XII Protocol on Board Member, Executive Team and Staff Relations  
(Appendix 3).

This report has been approved by the following

Finance Director/Derby Homes Accountant	David Enticott or Michael Kirk	[Date]
Company Solicitor	Taran Lalria	[Date]

