

## **DERBY HOMES LIMITED**

### **MINUTES OF THE GOVERNANCE SERVICES COMMITTEE**

**Held on 6 March 2014**

The meeting started at 2.00 pm

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

Mike Ainsley (Chair), Bob Osler, Dennis Rees

#### **Officers Present:**

Sophie Bancroft, PA to Director fo Derby Homes  
David Enticott, Director & Company Secretary  
Taran Lalria, Compnay Solicitor  
Jackie Mitchell, Governance Services Manager

#### **14/01 Apologies**

Apologies for absence were received from Iain MacDonald and Fiona Walker.

#### **14/02 Admission of Late Items**

There were no late items.

#### **14/03 Declarations of Interests**

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

#### **14/04 Minutes of Previous Meeting**

The minutes of the meeting held on the 12 September 2014 were accepted as a true and accurate record.

#### **14/05 Matters Arising**

There were no matters arising.

## **14/06 Board Member Recruitment & Selection**

The Committee received a report considering proposals for the recruitment and selection of Board Members under the revised governance arrangements.

David Enticott said that the selection panel will be determined by this Committee as delegated by the Board.

The Committee suggested a panel of three, to be made up of the two Tenant Board Members, Dennis Rees and Fiona Walker and the Chair of Governance Services Committee, Mike Ainsley. Two alternative suggestions were made if Fiona Walker is unavailable. David Enticott can act as an advisor to the panel.

A meeting needs to be arranged as soon as possible so that processes including the selection criteria can be agreed. Jackie Mitchell will check the Derby Homes News deadline and place an advert publicising the positions, working towards a timeline of a closing date for applications of the end of April and interviews taking place in May.

No recommendations need to be made to the Board as stated in the report as the Board had already approved the policy and had delegated the procedure to the Governance Services Committee.

### **Agreed**

The Committee agreed:

1. the proposals for the recruitment and selection of Board Members
2. a City Board selection panel of three, to be made up of the two Tenant main Board Members, Dennis Rees and Fiona Walker and the Chair of Governance Services Committee, Mike Ainsley.
3. in the event that Fiona Walker is unable to join the Panel, a City Board Member would be asked to join the panel.
4. David Enticott to act as an advisor to the panel.

## **14/07 Governance Update**

The Committee received a report updating on the progress of key governance documents. Including queries from the HCA with respect to changes to the M&As.

David Enticott explained that he will respond to the HCA and reach an agreement with them. The changes will be taken to the Council and to the Board.

The Chair explained that the response may be reported to the May Board instead of waiting to be reported to the next Governance Services Committee as outlined in the report.

### **Agreed**

The Committee:

- agreed that officers bring a report back to the May Board on the updated Management or Partnership Agreement.
- noted the detailed queries from the HCA with respect to changes to our M&As and approved the response to the HCA in line with its recommendations.

### **14/08 Review of the Partnership Model – item for discussion**

Bob Osler explained that a review of the Partnership Model would not be carried out at this time and that he would be asking the Executive Team to look at it and report back at the end of the year.

### **14/09 Any other business**

The Chair explained that he will be raising at the next Board meeting whether to hold the Committee in the evening in order to increase attendance and whether a specific number of members are asked to form the Committee.

### **Date of next meeting**

**The next meeting will be held on Thursday 3 July 2014 at 2.00 pm in the Large Training Room at London Road.**

The meeting ended at 2.33 pm.

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CHAIR

Signed as true and accurate record of the meeting held on 6 March 2014.