

## **DERBY HOMES LIMITED**

### **MINUTES OF THE ANNUAL GENERAL MEETING**

**Held on Thursday 28 October 2010**

The meeting started at 3.00 pm

#### **Derby City Council:**

Councillor Philip Ingall, on behalf of Derby City Council (as the sole member of the Company).

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

Paul Bayliss, Alison Brown, Tony Holme, Iain MacDonald, Tabani Ndlovu, Bob Osler, Brian Perry, Margaret Redfern, Dennis Rees, Mary Rowland, Bob Troup, Roy Webb, Ken Whitehead.

#### **Officers Present:**

Shaun Bennett, Phil Davies, Susan Hill, Jackie Mitchell, Maria Murphy, Lorraine Watson.

The Mayor of Derby, Councillor Amar Nath, officially opened the Annual General Meeting.

#### **10/01 Minutes of Previous Meeting on 29 October 2009**

The minutes of the meeting held on 29 October 2009 were accepted as a true and accurate record.

#### **10/02 Results of Elections For North West and South West Tenant Board Members**

It was noted

1. Brian Perry had been re-elected unopposed as Tenant Board Member for the North West area of the City for the period 28 October 2010 to 31 October 2013\*
2. the South West Tenant Board Member post standing down at the Annual General Meeting on Thursday 28 October 2010 is vacant.

\* If the Services Agreement is not renewed then all Board Member positions may conclude on 31 March 2012.

## **10/03 Results of Elections For North West and South West Local Housing Board Tenant Representatives**

It was noted

1. William Beckett had been elected as Local Housing Board Tenant Representative for the North West area of the City for the period 28 October 2010 to 31 October 2013\*
2. Jim Elks had been elected as Local Housing Board Tenant Representative for the North West area of the City for the period 28 October 2010 to 31 October 2013\*
3. Doris Buckler had been elected as Local Housing Board Tenant Representative for the South West area of the City for the period 28 October 2010 to 31 October 2013\*
4. Gerald Dorning had been elected as Local Housing Board Tenant Representative for the South West area of the City for the period 28 October 2010 to 31 October 2013\*
5. Lynn Gilbey had been elected as Local Housing Board Tenant Representative for the South West area of the City for the period 28 October 2010 to 31 October 2013\*

\* If the Services Agreement is not renewed then all Local Housing Board Tenant Representative positions may conclude on 31 March 2012.

## **10/04 Reappointment of Independent Board Members**

The reappointment of Iain MacDonald and Bob Osler, as Independent Board Members, was confirmed beyond the Maximum Period of Office and from 28 October 2010 until 31 October 2013\*.

\* If the Services Agreement is not renewed then all Board Member positions may conclude on 31 March 2012.

## **10/05 Appointment of External Auditors 2010/11**

The Board received a report to appoint external auditors annually and fix their remuneration.

At the Board meeting on 28 January 2010, the Board approved the appointment of PKF LLP and reappointment for the financial years 2010/11 and 2011/12, subject to notification of affordable fees.

## **Agreed**

The Board

1. appointed PKF LLP as external auditors for the year 2010/11.
2. authorised total payment of £25,725 for the year 2010/11.

### **10/06 Attendance at Board and Other Meetings for 2009/10**

The attendance of Board Members at Board meetings, in compliance with Article 18 (7 and 8), and other meetings held during 2009/10, was noted.

### **10/07 Annual Report of the Board of Directors, Auditor's Report to Members and Financial Statements for the year ended 31 March 2010**

The Chair thanked Board Members for their work and support to Derby Homes and to himself for the year. He also thanked Phil Davies and his team for all their work and dedication which had led to another successful year for Derby Homes.

The Chair thanked Mary Rowland for her work as a Tenant Board Member since October 2007. He also thanked Lorraine Watson for her work at Derby Homes for the last 8 years and wished her well in her new job.

The Chair then presented Derby Homes' Annual Report of the Board of Directors, Auditor's Report to Members and Financial Statements for the year ended 31 March 2010.

He commented on Derby Homes' highlights for 2009/10, including signing the ALMO New Build contractual agreement, the transfer of the Repairs Team from Derby City Council to Derby Homes, progress on re-implementation of the Housing Management and Maintenance IT system and the introduction of electronic records to enable mobile working and energy efficiency initiatives, such as the solar panels at Rivermead House.

He added that in 2010/11 we hope to continue working with the Council to build ALMO houses; the introduction of the Tenancy Sustainment Team to support introductory tenants; running the repair and maintenance service and achieving savings and efficiencies.

The Chair commented that Derby Homes is waiting the outcome of the report to the Council on whether Derby Homes will be allocated a further extension to its present contract or be taken back under the Council's control. There should be more news about this during November.

**10/08      Report of the Chair of the Board of Derby Homes to Members, including reports from the Chairs of Committees and Local Housing Boards**

The Chairs of Derby Homes' Committees and Local Housing Boards reported on the work and achievements of the Committees and Local Housing Boards for the year 2009/10.

Iain MacDonald, Chair of Resources, Remuneration & Regeneration Committee

Dennis Rees, Chair of Local Housing Board North

Paul Bayliss, Chair of Local Housing Board South

Tabani Ndlovu, Chair of Performance Management Committee

**10/09      Report of the Chair of the Audit Committee**

Tony Holme, on behalf of the Chair of Audit Committee, presented a report on the activities of the Committee during the past 12 months in connection with the financial year 2009/10.

The report was noted and accepted as compliance with Derby Homes' Scheme of Delegation.

**10/10      Derby City Council's response to the Annual Report of the Board of Directors, Auditor's Report to Members and Financial Statements for the year ended 31 March 2010**

In accepting the Annual Report of the Board of Directors, Auditor's Report to Members and Financial Statements for the year ended 31 March 2010, Councillor Philip Ingall, Council Cabinet Member for Housing and Advice, congratulated Derby Homes on their achievements over the last 12 months.

He commented that he was pleased to see Derby Homes getting back to basics working with tenants to deliver real improvements over the last 12 months. He congratulated Derby Homes on improved performance particularly the re-letting of properties, putting Derby Homes in the top quartile. The Annual Report highlighted Derby Homes' achievements, involving encouraging and supporting tenants.

Another achievement had been the completion of the first ALMO owned houses in Derby and the first in the country.

He added that discussions have already started between the Council and Derby Homes on the future of Derby Homes' contract. There will be consultation with tenants and leaseholders about what they would like to happen and their opinions will be considered in any decision that the Council makes on the future of the ALMO.

Derby City Council was looking forward to working closely with Derby Homes over the next 12 months and wished the organisation continued success.

Councillor Ingall thanked Lorraine Watson for all her hard work and dedication to Derby Homes and Derby City Council over the last 16 years and wished her all the best for the future in her new role.

**10/11 Any other competent business**

There was no other business.

**10/12 Questions from the floor**

John Newbould asked if gutters could be inspected once a year to clean and tidy them up. Shaun Bennett, Director of Investment & Regeneration, replied that Derby Homes is looking into re-implementing a cyclical maintenance programme to make sure external repairs were carried out in a planned way.

Doris Buckler raised the problem of over-hanging trees at Holly Court. Maria Murphy replied that one of her team members will visit the area again with an arboricultural officer.

Brenda Hoult asked if Derby Homes had any connections with Derby City Council regarding the new bus lane on Burton Road and Lara Croft Way, to make it safer for pedestrians. Roy Webb replied that the Council is reviewing all bus lanes in the City, which should be completed early next year. He advised that if there were any comments on bus lanes, to contact Councillor Chris Poulton, Cabinet Member for Highways and Transport.

George Cope asked if Derby Homes could guarantee that it does not go back to the Council. The Chair replied that Derby Homes could not guarantee this. Until the decision has been made by the Council about the future of Derby Homes and the outcome of the HRA review, Derby Homes cannot guarantee anything. The decision should be for the

best interests of tenants

Lynn Gilbey commented that there was a shortage of council houses due to the effect of right to buys and that there are not enough properties being built. The Chair replied that building new social housing would depend on the Government.

#### **Date of next meeting**

The next Annual General Meeting will be held on Thursday 27 October 2011.

The meeting ended at 4.20 pm.



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On behalf of Derby City Council (sole member of the Company)

Signed as true and accurate record of the meeting held on 28 October 2010.