

## **DERBY HOMES LIMITED BOARD MEETING**

**Thursday 27 October 2011  
to follow the AGM  
The Spot Conference Centre, Wilmot Street West, Derby**

### **AGENDA**

1. Apologies
2. Admission of late items (if any)
3. Declarations of Interest – *please refer to advice at the end of this agenda*
4. Election of Chair of Derby Homes 2011/12
5. Election of Vice Chairs of Derby Homes 2011/12
6. Minutes of the meeting held on 29 September 2011
7. Matters arising
8. To receive announcements from the Chair
9. To receive any statements from Members of the Board
10. Appointments to Committees 2011/12
11. Derby Homes Meetings 2011/12
12. Date and time of next meeting – Thursday 24 November 2011 at 6.00 pm (TBC)

## **DECLARATIONS OF INTEREST**

All Board Members have a duty to act in the best interest of Derby Homes when they make decisions at Board or Committee meetings. Board Members must not generally put themselves in a position where there is a conflict between their personal interests and the duty they owe Derby Homes.

Derby Homes' Governance Arrangements requires Board Members to declare any interest they may have in a matter before it is discussed

The declaration of 'the usual' interests covers the interests of councillors on matters relating to Derby City Council and the interests of tenants and leaseholders on matters relating to their interests as tenants and leaseholders of Derby City Council and customers of Derby Homes.

If at the beginning or during the meeting you realise that an item you are discussing directly affects you, your family or persons known to you then you should declare your interest straight away.

The general rule is that you should not remain present during the discussion of the matter in which you have a business or personal interest unless the other Board Members agree otherwise. You are not allowed to vote on the matter.

Any question arising at a meeting as to the eligibility of a Member to vote may be referred to the Chair before the conclusion of the meeting and the Chair's decision (other than in relation to him/herself) shall be final and conclusive.

You are welcome to raise and discuss any doubts you may have about a declaration of interest at any time by contacting the Company Secretary direct.

## **FOR INFORMATION**

### **ACCESS TO THE SPOT CONFERENCE, WILMOT STREET WEST**

Access to Wilmot Street West is off Normanton Road. The Spot Conference's car park is adjacent to the venue, which have been reserved for Board Members only. There is a public car parking area opposite the venue and it is free for those who hold a Derby Homes' car parking badge.

### **FIRE ALARM/EVACUATION PROCEDURE AT THE SPOT CONFERENCE**

In the event of a fire, the alarm is a continuous siren.

On hearing the fire alarm leave the building immediately by your nearest exit. The assembly point is Wilmot Street West Car Park.

Do not stop for personal belongings, never re-enter the building, do not take risks.

A layout of the building and more details of the emergency procedure are at the main reception