

DERBY HOMES LIMITED

MINUTES OF THE RESOURCES, REMUNERATION & REGENERATION COMMITTEE MEETING

Held on Thursday 18 November 2010

The meeting started at 6.00 pm

Board Members Present:

Mick Barker, Paul Bayliss, Tony Holme, Iain MacDonald (Chair), Dennis Rees, Roy Webb

Officers Present:

Shaun Bennett, Phil Davies, David Enticott, Christine Hill, Jackie Mitchell, Maria Murphy, Lorraine Watson

10/42 Election of Chair

The Committee elected Iain MacDonald to serve as Chair for the period 2010/11.

The Chair welcomed David Enticott, Director & Company Secretary designate.

10/43 Apologies

Apologies for absence were received from Bob Osler.

Paul Bayliss advised he would be leaving the meeting at 7.15 pm.

10/44 Admission of Late Items

The Committee noted appendices to Item A7 Voluntary Redundancy and Voluntary Early Retirement and C4 Performance Monitoring Information.

10/45 Declarations of Interests

The Council Board Members were noted as declaring their interest in matters relating to Derby City Council.

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

Phil Davies, Chief Executive, declared an interest in item A6 – Car Allowance for the Chief Executive.

10/46 Minutes of Previous Meeting

The minutes of the meeting held on the 8 July 2010 were accepted as a true and accurate record.

10/47 Actions and Matters Arising

There were no matters arising.

10/48 Items to be discussed in Part C – For Noting

Agreed

The Committee agreed to discuss items C1, C4 and C5. All other reports on part C of the agenda were noted but not discussed.

10/49 Confidential Business

Agreed

The Committee agreed, under Part IV of the Derby Homes Governance Arrangements, to exclude members of the public from the meeting during discussion of the following item(s) on grounds that it involves the likely disclosure of confidential information as defined in Standing Order 20.2 (b, f, h, j & n).

10/50 Derby Homes Risk Register

The Committee considered a report containing information on the second quarter updates for strategic and operational risks 2010-11.

Agreed

The Committee

1. Approved the Strategic Risk Register updates for quarter 2, 2010/11
2. Noted the Operational Risk Register update for quarter 2, 2010/11.

10/51 Value For Money on the Serco Facilities Management Contract

The Committee considered a report on the value for money of the facilities management contract awarded to Serco in November 2008, covering service between April 2009 and March 2016.

Agreed

The Committee noted the report and that the Delivery and Business Plan target is complete.

10/52 Derby Homes Flexible Working

The Committee considered a report on the review of Flexible Working at Derby Homes.

Agreed

The Committee approved the ongoing promotion of flexible working at Derby Homes.

10/53 Derby Homes Employee Car Allowances

The Committee considered a report requesting approval to implement changes to employee essential and casual car allowances in line with changes implemented by the City Council.

The Committee noted that Paul Bayliss opposed the proposal. The Chair asked if any other members of the Committee opposed the proposal. There were none.

Agreed

The Committee

1. approved the changes to employee car allowances from 1 April 2011
2. agreed to receive a report at the next meeting on a pool car option.

10/54 Derby Homes – Car Allowances for the Chief Executive

The Chief Executive left the room for the duration of this item.

The Committee considered a report proposing changes to the car allowances offered to the Chief Executive to be consistent with the changes for all employees at Derby Homes.

Paul Bayliss and Dennis Rees stated their opposition to this proposal

Agreed

The Committee agreed change the car allowance for the Chief Executive consistent with the changes agreed for all employees at Derby Homes but that this should be reviewed again within the April 2011 review of senior salaries.

10/55 Voluntary Redundancy and Voluntary Early Retirement

The Committee considered applications received from staff who are interested in taking Voluntary Redundancy (VR) or Voluntary Early Retirement (VER).

Agreed

The Committee approved the list of VR and VET applications as set out in Appendix A, effective from 31 December 2010.

10/56 External Management Report

The Committee considered a report on performance against management agreements and service level agreements of management of external properties as at 30 September 2010.

Agreed

The Committee noted the report and agreed that future reports include officers' comments, position statements and any recommendations.

End of Confidential Business

10/57 Training for Resources, Remuneration & Regeneration Committee

The Committee received a report identifying the skills and experience base of its members. It was noted that there is a good range of skills generally across the Committee but it was recommended that the Committee undertake training on risk management, specifically on how risk is managed at Derby Homes, as this role had recently been transferred from the Performance Management Committee.

Agreed

The Committee noted the report and agreed to run a training session on Risk Management on the afternoon of the next meeting in January.

10/58 Derby Homes Management Accounts Period 6 2010/11 (Management Fee)

The Committee considered the Management Accounts for the Management Fee, for the six months to September 2010.

Agreed

The Committee noted the Management Accounts (Management Fee).

10/59 Derby Homes Management Accounts Period 6 2010/11 (Repairs Team)

The Committee considered the Management Accounts for the Repairs Team, for the four months to September 2010.

Agreed

The Committee noted the Management Accounts (Repairs Team). It was also noted that in future this report will be consolidated with the Management Fee report.

10/60 Rent Arrears and Income Collection Policy

The Committee considered an updated Rent Arrears and Income Collection policy. The policy had been revised to comply with the Equalities Act 2010, additional responsibility for the collection of rechargeable repairs and places greater emphasis on financial inclusion to increase collection and help control rent arrears.

The Committee was informed that it may be necessary to revisit the policy to take into account changes to the Housing Benefit system.

Agreed

The Committee approved the updated policy.

10/61 Arrears Performance

The Committee considered a report on arrears performance, following concerns raised at the last meeting in relation to varying performance in arrears recovery across the City.

Tony Holme asked if Derby Homes should have more arrears officers.

Maria Murphy, Director of Housing & Customer Services, said that this would be looked at under the structure review being carried out and involve the Arrears Manager in discussions, however, she felt staffing resources for managing arrears was probably adequate.

Agreed

The Committee noted the report.

10/62 Standing Order 12

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

10/63 Review of Internal Communication Methods

The Committee received a report on a review of internal communication and actions taken to ensure internal communication remains a priority for all staff.

Agreed

The Committee noted but did not discuss the report.

10/64 Derby Homes – Times 100 Action

The Committee received a report on the action plan developed following the Times 100 survey.

Agreed

The Committee noted but did not discuss the report.

10/65 Performance Monitoring Information

The Committee considered a report containing up to date performance information of Derby Homes against key performance indicators for Quarter 2 2010/11.

Agreed

The Committee noted the report.

10/66 New Business, Extra Care, Development & Regeneration Update

The Committee considered a report of the progress made on a range of new business activities in new build bidding for grant from the Homes and Communities Agency for Council development, bids for Extra care and progress in providing a viable future for Britannia Court. The report also outlined the procurement of over 300 solar panel installations and an update on development and regeneration activity.

The Committee was informed that ROK has gone into administration; there is no liability for Derby Homes as no contracts had been placed or guaranteed with them.

With regard to Extra Care it is not clear what the Council's priorities are, however, Derby Homes is ready to negotiate if this is taken forward.

Funding of £300k has been secured from the HCA for new build flats at St David's Close. The Committee was told it is more difficult to get figures to stack up for new build but there may be potential if rents can be increased.

Proposals for Britannia Court may be moving forward involving £2-2.5m major refurbishment of the apartments.

Options for Oakvale house are being explored and could include demolition and new build or similar refurbishment as at Rebecca House.

Agreed

The Committee noted the report.

10/67 Legal and Professional Services – Use of Waivers

The Committee received a report containing information relating to the appointment of consultants for legal and professional services.

Agreed

The Committee noted but did not discuss the report.

10/68 Director & Company Secretary

The Chair announced it was Lorraine Watson's last attendance at this meeting and on behalf of the Committee, he thanked her for all her work. He said she was an extremely professional officer and very personable. He wished her great success, satisfaction and happiness in her new role.

Date of next meeting

The next meeting will be held on Thursday 6 January 2011 at 6.00 pm at Cardinal Square.

The meeting ended at 8.15 pm.

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CHAIR

Signed as true and accurate record of the meeting held on 18 November 2010.