

DERBY HOMES LIMITED
COMPANY NUMBER 4380984

MINUTES OF THE BOARD MEETING

held on Thursday 28 March 2002

The meeting started at 6.05 pm

Board Members Present:

Paul Bayliss, Jenny Bradley, Maurice Burgess, Bernard Harry, Pat Hill, Martin Latham, Iain MacDonald, Tracey Maddocks, Amar Nath, Bob Osler, Dennis Rees, Afzal Shabir

Trade Union representative:

Moz Greenshields

Officers Present:

Phil Davies, John Bloxsom, Lorraine Watson, Andrew Thomas, Alex Dixon, Jackie Mitchell

Also present were Mark Cook and Kate Spiller of Anthony Collins Solicitors.

Apologies and Quorum

Apologies for absence were received from Theo Harris and Philip Hickson

02/36 Application for Board Membership by Ms Jenny Hayball

The selection panel had interviewed Ms Jenny Hayball and the Board was recommended to approve Ms Hayball's appointment to the Board. It was noted that under the Memorandum and Articles the appointment was subject to confirmation by Derby City Council.

Agreed

That the Board approve Ms Jenny Hayball as an Independent Member of the Board of Derby Homes Limited.

Ms Hayball was invited to join the meeting and the Chair welcomed her to the Board.

That the City Council be asked to confirm this appointment.

02/37 Chair

It was noted that the Chair would be leaving the meeting at 7.00 pm

Agreed

That Pat Hill would chair the meeting in his absence for the remainder of the meeting.

02/38 Minutes of Previous Meeting

The minutes of the meeting held on the 28 February 2002 were accepted as a true and accurate record.

Councillor Hill requested that references made to Katherine Hill in minute 02/17 should be read as Patricia or Pat Hill.

02/39 Matters Arising

It was noted that the Company Secretary had now been issued with the Company Books. These will be available for inspection, along with a complete set of the minutes of all Board meetings.

It was noted that as the Derby Homes Joint Consultative Committee had not yet been formed, Moz Greenshields would continue to represent the trade unions until such time as a Derby Homes JCC representative is elected.

02/40 Declaration of Interests

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

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

02/41 Senior Management Structure of Derby Homes

The Acting Director of Housing presented a report proposing the amendment to the structure of senior posts in Derby Homes, with effect from 1 April 2002.

It was noted that as the Acting Director had not yet consulted the trade union on the proposals that it would be necessary to report back to the next Board meeting following discussions.

It was also noted that the Acting Director will be reviewing the need for the creation of an Assistant Director post in the future, depending upon workloads and the experience of the operation of Derby Homes after 12 months.

Agreed

The Board agreed to

1. note the report
2. receive a report at the next Board meeting on recommendations following discussion with the trade union.

02/42 Services Agreement

The Board noted that the Secretary of State's consent to delegate the Council's housing management functions to Derby Homes had been received. Approval was given subject to the Council giving the Secretary of State one month's notice of any significant changes to the matters covered in the application for consent.

It was also noted that consent stated that additional resources would not be released until there was agreement between the Council and DTLR on whether or not Area Boards would be set up, their number, composition and powers. DTLR expects Derby Homes to set up Area Boards. However, the number and constitution will be subject to discussion over the next six months.

The Board was advised that the Council's Executive had given in principle agreement to the Services Agreement between the Council and Derby Homes. Staff had been sent an e-mail today from the Acting Director explaining the position and advising that Ministers' decision is expected next week on whether or not to amend the Redundancy Modification Order to include ALOs. A report will be taken to the Council's Executive on the 9 April asking the Council to approve the Agreement.

Agreed

That the Board

1. approves the Services Agreement
2. authorises the Acting Director to sign the Agreement on behalf of Derby Homes Limited
3. be advised of any significant changes made to the agreement prior to the contract being signed.

02/43 Housing Revenue Account 2002/3

The Finance Manager reported on the estimated outturn for 2001/02 and draft budget for 2002/03 on the Housing Revenue Account.

The Board noted that the Best Value Inspection had now been completed and that the 'interim challenge', outlining the inspectors findings and their draft recommendations was expected on 9 May.

Agreed

That the Board notes the estimated outturn for 2001/02 and draft budget for 2002/03 on the Housing Revenue Account.

02/44 Derby Homes Limited Draft Operating Budget 2002/03

The Finance Manager circulated details of the draft Operating Budget.

Agreed

That the Board notes the draft Operating Budget for 2002/03.

02/45 Project Team Budget

The Project Manager presented a report on the Derby Homes set up budget.

Agreed

That the Board notes the report on the Derby Homes set up budget.

02/46 Community Based Financial Institution (CBFI)

The Board considered a report on a proposal to develop a CBFI in Derby. Partners in the project Steering Group are the City Council, Walbrook Housing Association, Southern Derbyshire Chamber, Derbyshire Building Society, Co-operative Bank, Central Midlands Co-operative Society and the University of Derby. It was proposed that funding be sought through Objective 2 of the European Regional Development Fund, and a project manager be engaged funded jointly between Rolls-Royce and the Derbyshire Building Society.

Agreed

The Board resolves that Derby Homes

1. be named as the host organisation for the Derby CBFI project
2. be the accountable body for its application for an Objective 2 grant through the European Regional Development Fund
3. makes a contribution in kind towards the cost of the Derby CBFI project equivalent to £10,000 per annum.

02/47 Any Other Business

Board Members were requested to provide their National Insurance numbers and Tax Office details to the Company Secretary, for Inland Revenue purposes, if they had not already done so.

Mark Cook of Anthony Collins Solicitors advised the Board that the Inland

Revenue might be satisfied with the details provided by some of the Board members without the need to provide details of all members.

Agreed

That details supplied to date for PAYE purposes by Board Members would also be submitted for Corporation Tax purposes and that the matter would be reported back to the board if further information is required.

Date of Next Meeting

The next meeting will be held on Thursday 25 April 2002 at 6.00 pm at Cardinal Square.

The meeting ended at 7.20 pm.

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CHAIR

Signed as true and accurate record of the meeting held on 28 March 2002.

Dated: