

GOVERNANCE ARRANGEMENTS

Report of the Director of Derby Homes

SUMMARY OF REPORT

1. This report sets out Part V of the Derby Homes Governance Arrangements dealing with the responsibilities exercised by the Board, the Chair and Vice Chairs, the Director and Senior Management Team and Part IX setting out a Protocol on Member/Officer Relations.

RECOMMENDATIONS

2. That the attached documents be approved.

MATTER FOR CONSIDERATION

- 3.1 In April 2002 the Board approved a framework for the Derby Homes Governance Arrangements and Parts I – IV of that document. This reports sets out Part V and Part IX. These draw upon good practice material within the housing association sector and the City Council's constitution.
- 3.2 Key points of Part V on delegated responsibilities are
 - The Board has a strategic role and a decision making role in relation to major and policy decisions and significant areas of expenditure.
 - The chair has a responsibility to lead the Board.
 - The Vice Chairs have responsibilities to assist the Chair.
 - The Director has a responsibility to develop, lead and control the organisation.
 - The Company Secretary has a responsibility to advise the Board on governance matters.
 - The Finance Manager has responsibilities to advise the Board on financial matters.
- 3.3 Key points in Part IX on the protocol on member/officer relationships are

- That members of the board have a leadership role.
- That officers are responsible for day to day managerial and operational decisions and for advising and supporting the board
- That staff have responsibilities for the whole of the organisation
- That confidential information should not be disclosed to the media or general public by members of the board or officers.
- That press releases will not be issued on behalf of political groups
- That correspondence between board members and officers will normally be treated as confidential.

CONSULTATION IMPLICATIONS

4. These proposals have been circulated for comment to members of the DACP Management Committee.

FINANCIAL IMPLICATIONS

5. None directly arising from this report.

LEGAL IMPLICATIONS

6. None directly arising from this report.

PERSONNEL IMPLICATIONS

7. None directly arising from this report.

ENVIRONMENTAL IMPLICATIONS

8. None directly arising from this report.

EQUALITIES IMPLICATIONS

9. None directly arising from this report.

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