

DERBY HOMES LIMITED BOARD MEETING

Date: Thursday 29 July 2021
Time 6.00 pm
Venue: Microsoft Teams

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. Announcements from the Chair
5. Statements from Members of the Board
6. Questions from members of the public (maximum time 15 minutes)

To receive and respond to any question from members of the public as submitted in accordance with Standing Order 14

Questions must be submitted at least 2 days in advance of the meeting to DH-GovernanceServices@derbyhomes.org

7. To agree any items from Part C to be discussed
8. Committee Chairs' Feedback
 - a Audit – 28 June 2021
 - b Operational Board – 13 May 2021

PART A – ITEMS FOR APPROVAL

- A1 Minutes of the meeting held on 2 June 2021
- A2 Matters arising
- A3 Outstanding Actions
- A4 Managing Director's Report
- A5 Property Update
- A6 Housing Services Update

- A7 Health and Safety Update
- A8 Internal Controls – Annual Report of Audit Committee
- A9 Modern Slavery Act 2015 Statement
- A10 Annual Report & Financial Statements 2020/21
- A11 Digital Strategy
- A12 Derby Homes Annual Report for Customers 2020/21
- A13 Forward Plan of Agenda Items
- A14 Disclosure under the Insurance Act 2015

PART B – CONFIDENTIAL ITEMS

- B1 *To consider a resolution to exclude members of the public during consideration of the following items*

“that under Part IV of Derby Homes Governance Arrangements, members of the public be excluded from the meeting during discussion of the following items on grounds that it involves the likely disclosure of confidential information as defined in Standing Order 20.2 (b, f, g, h & n)”
- B2 Confidential Minutes of the previous meeting held on 2 June 2021
- B3 Matters arising
- B4 Digital Strategy (Confidential)

PART C – ITEMS FOR NOTING (available on CMIS only)

- C1 Draft Minutes of Committees of the Board
 - a Operational Board – 13 May 2021
 - b Audit – 28 June 2021
- C2 Gender Pay Gap 2020/2021
- C3 Board Members Attendance at Meetings
- C4 Date and time of next meeting – Thursday 30 September 2021:

Derby Homes AGM at 5.00 pm, immediately followed by a meeting of the Board

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.

FIRE EVACUATION PROCEDURE

No fire drills are scheduled.

Action on discovering a fire

1. Raise the alarm by operating one of the manual call points.
2. Leave by the nearest available exit to the assembly point on the grass next to the staff canteen.

Action on hearing the alarm

1. Do not stop to collect personal belongings.
2. Close windows and doors if it does not cause undue delay.
3. Escort any visitors and leave by the nearest available exit and go to the assembly point on the grass next to the staff canteen.
3. Check that someone has called the fire service by dialing 999.
4. Do not return to the building until given the all clear by the fire service.