

DERBY HOMES LIMITED
DERBY HOMES BOARD MEETING

24 JULY 2025 – 6PM
DERBY HOMES BOARDROOM / MICROSOFT TEAMS

AGENDA

Chair’s Notice

After reading through the reports, can members discuss any concerns/clarifications, in advance of the meeting, with the Chair and/or the author/owner of the report.

A – approval

N – noting

D - discussion

TITLE	LEAD	ENC	PAGE	A/N
PUBLIC MEETING				
Governance				
Welcome and apologies for absence	JS	Verbal		N
Admission of late items	JS	Verbal		N
Declarations of interests	All	Verbal		N
Chair’s announcements	JS	Verbal		N
Statements from members of the Board	JS	Verbal		N
Questions from members of the public	JS	Verbal		N
Committee Chairs’ feedback:				
<i>Audit Committee – 30 June 2025</i>	IM	Verbal		N
<i>Operational Committee – 5 June 2025</i>	BM	Verbal		N
<i>Gov Committee – 26 June 2025</i>	MA	Verbal		N
Agree any items for noting to be discussed	All	Verbal		A
Public Minutes of the previous meeting held on 24 April 2025	JS	Enc.1	1	A
Matters arising	JS	Verbal		A
Action monitoring schedule	JS	Enc.2	9	N
Forward plan	All	Enc.3	11	N
Recruitment and Appointment of Board Members	TL	Enc.4	13	N
Board Members Declarations of Interest	TL	Enc.5	15	N
Appointments to Committees of the Board	TL	Enc.6	19	D/A
SMT Declarations of Interest	TL	Enc.7	25	N
Disclosures under the Insurance Act	MK	Enc.8	29	N
Board Members Attendance at Meetings	JS	Enc.9	31	N
PERFORMANCE AND COMPLIANCE				

Executive Directors' Report	ED's	Enc.10	33	N
Delivery Plan Update 2024/25	MK	Enc.11	43	N
Performance and Compliance Report	PC	Enc.12	51	N
Complaints Performance	PC	Enc.13	61	N
Safeguarding Annual Report	CTW	Enc.14	87	N
FINANCE				
Finance Update	MK	Enc.15	91	N/D
Consumer Duty	MK	Enc.16	109	N
Knowledge and Information Management Strategy	MK	Enc.17	115	A
CONFIDENTIAL MEETING				
Any other business	All	Verbal		N
CONFIDENTIAL MEETING				
Confidential Minutes of the previous meeting held on 24 April 2025	JS	Enc.18	119	A
Matters Arising	JS	Verbal		A
Action Monitoring Schedule	JS	Enc.19	123	N
Property Acquisitions	MK	Enc.20	125	N
Urgent Decision – Electrical Framework	SB	Enc.21	135	N
Contract Approval - SHAP	CTW	Enc.22	151	A
Any other business	All	Verbal		N

Date and time of the next Derby Homes Board Meeting:

THURSDAY 30 OCTOBER 2025

Held in Derby Homes Boardroom and MS Teams

Leads -

JS – Jsan Shepherd

BM – Bob MacDonald

MA – Mike Ainsley

TL – Taranjit Lalria

MK – Michael Kirk

ED's – Maria Murphy, Michael Kirk, Clare Mehrbani, Shaun Bennett

PC – Paul Cole

CTW – Carl Tring-Willis

NOTICES

DECLARATIONS OF INTEREST

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

Derby Homes' Governance Arrangements requires Board Members to declare any interest(s) 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 Limited.

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 within which you declare an interest.

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; 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 directly.

FIRE EVACUATION PROCEDURE

No fire drills are scheduled, unless advised at the start of the meeting by the Chair.

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 hub/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 delay.
3. Escort any visitors and leave by the nearest available exit to go to the assembly point, on the grass next to the hub/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.