



Minutes

of the meeting of the Board
for North Lincolnshire Homes

Wednesday 25th June 2008
Meridian House, Normanby Road

In attendance:

Board Members: Dave Procter, Colin Boyce, Gordon Rowlands, Tony Scrase-Walters, Richard Leach, Cheryl Leaning, Tony Sanderson, David Jackson, Edna Kenyon

North Lincolnshire Homes: Jane Duncan, Andy Orrey, Mark Robinson, Steve Hepworth, Michelle Slater

Board Observer: Danny Moore

Apologies: Peter Clark, John Briggs, Len Foster

456 Declarations of Interest

None were given.

457 Minutes of the meeting held on 23 April 2008

Accuracy – Tony Lightfoot was present for this meeting.
– Minute 445 should read HDN not HQN

Matters arising – Minute 441 – Colin Boyce and Michelle Slater to arrange a meeting on this issue.

Minutes of the meeting held on 18 May 2008-07-07

Accuracy – Date was Monday 18 May not Wednesday
– Colin Boyce was present
– Cheryl Leaning gave apologies

No matters arising.

458 Chief Executive's Report on Current Issues

The Chief Executive's report was noted and that the word 'emergency' should have read 'energy' in item 4.10.

The job description of the Board Administrator was circulated. The possible strike action of the staff was reviewed and it was noted that the

unions were to be consulted.

459 Approval of the Use of the Company's Seal

The report by A Orrey was reviewed and approved.

460 Proposed Board and Committee Dates 2008/9 and Committee Membership

The dates of future meetings was to be checked with absent council members and the date of the proposed Board meeting of the 15 December should be changed to the 17 December.

It was accepted that the dates were subject to the review as part of the governance plan.

461 Performance Report

The report by M Slater was reviewed along with the recently re-formatted Monthly Dashboard.

Resolved:

- i) the report be accepted
- ii) that 'direction of travel' and 'current performance' be separated
- iii) the target for percentage of rent lost through vacant properties to be reduced to 1.5%

Noted:

- i) that NLH is top quartile in many areas

462 Regulatory Code Update

M Slater reported on progress of the recent working group sessions.

Resolved:

- i) the group to reconvene in mid July
- ii) the Board delegated to the CEO the authority to sign-off the completed document by the end of August
- iii) copies of authorised document be circulated to all Board members

463 Asset Management

The report and self assessment framework were reviewed and it was noted that significant input into the final strategy would be required from the Executive Team.

464 2008/9 Budget Report

Supplemented to minutes 450 to 453. A report was presented by A Orrey that gave details of:

- quantified risk and opportunities with probabilities to the 2008/9 budget
- key assumptions and how they compare to the business plan assumptions
- detailed cost components by expense code and department

- detailed elemental breakdown of the budgeted Major Improvement Programme
- head count details

Ratified:

- i) the report was accepted as being in line with previous Board approval, and
- ii) that the details provided a reporting benchmark to compare with actual performance in the newly formulated management accounts pack.

465 Housing Corporation Regulation and Statistical Return for Year End 31 March 2008

The statistical return was presented by M Slater. Members queried several empty boxes and it was noted that the return was performed electronically and that some questions e.g. 22(6) did not require an answer.

Resolved:

- that D Procter be delegated authority to sign the return for 31 March 2008

466 Housing Corporation Funding Agreement and Synergy Agreement

The report and funding conditions were described by J Duncan. It was explained that the Synergy Agreement was previously approved, but that a new version would be available soon.

Resolved:

- i) to enter into the Housing Corporation Funding Agreement
- ii) to enter into the Synergy Agreement

467 Report on Interest Rate Strategy

The report that was recommended at Resources on 10 June 2008 reviewed. The Board accepted the benefits in terms of risk reduction, policy compliance, and improvement to peak debt.

Resolved:

- i) to authorise two further fixes of £10m each for 20 years at rates of 5.27% plus margin and 5.20%
- ii) to delegate to Chair the above fixings if rates were more than 0.1% above those quoted above.

468 Update 2007/8 Year End Accounts / Accounting Policy Changes

Draft unaudited 2007/8 accounts were presented by A Orrey and the two accounting policies changes, previously agreed by Resources on 10 June 2008, were described.

Resolved:

- i) to adapt the new SORP early
- ii) to adapt the new accounting policy on depreciation

469 Report on Employment and Health and Safety Law Insurance

A Orrey explained the concerns of the Executive Team in managing Employment and Health and Safety Law.

External services that supplement internal resources were described and it was resolved to authorise the expenditure of up to £1500 per month on such services. The services will include: refreshing North Lincolnshire Homes' Employment and Health and Safety policies in line with any emerging law or good practice; legal and expert 24 hour advice lines for employment and health and safety issues; indemnity against costs for certain Employment Law areas e.g. tribunals; providing advice as follows; production of an annual staff handbook.

470 Sub Committee Meetings

Minutes of the Resources Committee held on 10 June 2008, Operations Committee held on 12 June, and draft Scheme Development Panel held on 19 May 2008 were all accepted.

471 Any Other Urgent Business

- i) Thanks were given to Mr David Jackson for his service to the Board and Operations Committee.
- ii) That E Kenyon replace D Jackson on the Complaints panel, following consultation with the absent council members.
- iii) A letter from P Dixon was circulated to all Board members, warning that extra vigilance was required in the current working conditions.