

STOCKPORT HOMES BOARD MEETING
Monday 18 March 2019
17.00
SHG Boardroom, Cornerstone, 2 Edward Street



PRESENT / IN-ATTENDANCE:

Members (Present):

- Robin Burman, Chair
- David Beckett
- Peter Fitzhenry
- Jo Hague
- Jamie Hirst
- Sarah Keenan
- Ken Lee
- Alanna Vine
- Christine Woolridge

Officers (In-attendance)

- Helen McHale, Chief Executive
- Jeremy Beatty, Governance Manager
- Geoff Binns, Rehousing and Project Manager (Item 01)
- John Bowker, Director of Property and Maintenance Services
- Carmel Chambers, Director of Resources
- Sandra Coleing, Assistant Chief Executive
- Samantha Donigan, Assurance Manager (Items 07 and 08)
- John Kennedy, Head of Corporate Finance
- Steve Leonard, Head of Assets and Development (Items 05 and 06)
- Rob Lloyd, Performance and Improvement Manager (Item 09)
- Chris Munby, Senior Development Manager (Item 06)
- Matthew Platt, Assets Manager (Item 05)
- Callum Rimmer, Governance and Scrutiny Officer (minute-taker)
- Simon Welch, Director of Neighbourhoods and Support

00	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST	Action
	Jenny Osbourne sent her apologies. There were no declarations of interest.	
01	PRESENTATION AND DISCUSSION – HOMELESSNESS	
	<p>The Rehousing and Projects Manager delivered a presentation on homelessness and invited the Board to ask questions:</p> <ul style="list-style-type: none"> • The Board commended the work Stockport Homes is doing in regards to homelessness. • The Rehousing and Projects Manager highlighted the importance of ensuring tenants are equipped with the necessary skills to sustain a tenancy before leaving temporary accommodation. • The Board were assured that Stockport Homes’ temporary accommodation can always accommodate new tenants into the schemes. • The Chief Executive explained that Stockport Homes’ homelessness work was praised at a Stockport Housing Partnership Meeting. • The Governance and Scrutiny Officer agreed to distribute the homelessness video to Board Members. 	CR
02	MINUTES AND ACTION MONITOR 10 12 18	

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	<p>The minutes were accepted as an accurate record.</p> <p>It was agreed to keep the consideration of local artists' work being displayed at Cornerstone on the action monitor.</p>	SCo
03	STOCKPORT HOMES GROUP BUDGET 2019/20	
	<p>The Head of Corporate Finance introduced the budget and invited the Board to ask questions:</p> <ul style="list-style-type: none"> • The Director of Property and Maintenance Services explained that it is important to educate customers regarding damp in properties. A large number of disrepair cases are reported as damp when they are really condensation. The Board noted that where penetrative damp is an issue it will be covered by the environmental works within the capital programme. • The Director of Neighbourhoods and Support assured the Board that properties are assessed by Neighbourhood Housing Officers, before a customer moves to another property. • The Director of Property and Maintenance Services confirmed that new members recruited to the Repairs 1st Team will be on Three Sixty's terms and conditions. • The Director of Resources confirmed that Stockport Homes may require an increase to the loan facility from SMBC. It was explained that a report will be circulated to Board, which is likely to require approval via written resolution. • The Director of Property and Maintenance Services explained that preventative work is being undertaken to address the number of void properties. Changes have been made to increase the efficiency of the pre-termination process. To support this, some staff from the Assets Team have moved to the Voids Team. 	CC
	RESOLVED: The Board approved the Stockport Homes Group Budget for 2019/20.	
04	UPDATED GROUP FINANCIAL REGULATIONS	
	<p>The Head of Corporate Finance introduced the Updated Group Financial Regulations and invited the Board to ask questions:</p> <ul style="list-style-type: none"> • The Board noted the amendments which take account of changes in the internal and external operating environments of Stockport Homes Group. 	
	RESOLVED: The Board approved the updated Financial Regulations for Stockport Homes Group.	
05	CAPITAL PROGRAMME 2019/2020	
	<p>The Head of Assets and Development and the Assets Manager introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> • The Assets Manager explained that the property MOTs will take place on a seven year rolling programme. A pilot scheme will be used to work out the most effective approach to this work. • The Board noted that the Environmental Team will be working towards the Greater Manchester carbon neutral target of 2038. 	

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	<ul style="list-style-type: none"> The Board were assured that SMBC and customers are aware of the re-profiling of other programmes, as a result of the sprinklers being installed in tower blocks. 	
	RESOLVED: The Board approved the Capital Programme based on the principles set out in the report.	
06	INVEST TO SAVE BUDGET PROPOSAL – MELFORD ROAD	
	<p>The Head of Assets and Development and the Senior Development Manager introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> The Senior Development Manager agreed to investigate whether equity loans could be accessed by people wanting to purchase at the site. The Director of Resources confirmed that sensitivity modelling had been used in assessing the viability of the scheme. The Board highlighted the importance of assessing the demand and discussion took place regarding market risk. The Board was assured that the scheme parameters are prudent and properties are released for sale three months before completion. The Chief Executive added that the demand for properties in Stockport is high. 	CM
	RESOLVED: The Board approved the setting aside of £2,106,367 from the Invest to Save budget to part fund the Melford Road scheme in Hazel Grove.	
07	RISK REGISTERS FOR STOCKPORT HOMES GROUP 2019-20	
	<p>The Assurance Manager introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> The Assurance Manager agreed to revise the wording of the governance related risk indicator. The Assurance Manager agreed to circulate the Internal Audit Report which reviewed the relationship between the risk registers across the Group. The Assurance Manger agreed to consider how to incorporate Stockport Homes' approach to risk in the Internal Audit Plan. The Chair of Audit and Risk Committee highlighted that the Audit and Risk Committee has considered the impacts of cumulative risks. 	SD SD SD
	<p>RESOLVED: The Board:</p> <ol style="list-style-type: none"> Approved the suite of Risk Registers for Stockport Homes Group. Approved the list of key strategic risks within the Corporate Risk Register that will be reported to Group Board. 	
08	BREXIT AND STOCKPORT HOMES GROUP	
	<p>The Assurance Manager introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> The Board noted that the report was very useful. The Assurance Manger agreed to feedback to the Board about Brexit risk mitigations, once the future relationship with the EU is more certain. The Assurance Manager explained that the risk of changes to national housing policy, is included in the risk registers. 	SD
	RESOLVED: The Board noted the information contained within the report and discussed any pertinent issues.	
09	CORPORATE PERFORMANCE REPORT AND 2019/20 PROPOSALS	
	The Performance and Improvement Manger introduced the report and invited the Board to ask questions:	

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	<ul style="list-style-type: none"> The Board discussed the sickness absence indicator in detail. The Board highlighted the importance of creating a balanced culture around sickness absence. It was agreed to revise the tone of the text for future reports. It was agreed that the Audit and Risk Committee would consider this indicator in more detail. The Performance and Improvement Manager advised the Board that the indicator relating to rent arrears at the first sale of a shared ownership property is affected by cash flow. This creates a technical arrear rather than an actual rent arrear. 	RL RL/CR
	<p>RESOLVED: The Board:</p> <ol style="list-style-type: none"> Noted performance and improvement actions outlined in the report; Discussed issues of concern about the explanations where targets or objectives have not been met; and Approved the list of corporate performance indicators and measures for 2019/20, subject to the Audit and Risk Committee review of the sickness absence indicator. 	
10	DELIVERY PLAN REVIEW AND THE SERVICE IMPROVEMENT PLAN (SIP)	
	<p>The Assistant Chief Executive introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> The Director of Neighbourhoods and Support confirmed that the Foundations Stockport Board will be consulted about plans for improving school attainment. The Head of Business Excellence confirmed that the Spring Board Away Day will be focused on growth and transformation. The Assistant Chief Executive agreed to provide an update in the Chief Executive's Report regarding the Delivery Plan and the Service Improvement Plan. 	SW SCo
	RESOLVED: The Board noted the outcomes from the Delivery Plan Review and approved the SIP 2019/20.	
11	GROUP SUCCESSION PLAN	
	<p>The Governance Manager introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> The Governance Manager agreed to revise the wording of the action relating to the average age of Board members. The Governance Manager agreed to include how the Governance Team nurtures customers to become ready for roles within the governance structure. The Governance Manager explained that staff will facilitate the Board's Values Charter. This will include the Boards considering what their core purpose is and how they express Stockport Homes' values in the work they do. 	JBe JBe
	RESOLVED: The Board agreed to adopt the Succession Plan.	
17	APPOINTMENT OF THE CHAIR OF STOCKPORT HOMES GROUP	
	<p>The Governance Manager introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> It was explained that the process for selecting a new Chair had been positive. 	

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	<ul style="list-style-type: none"> David Beckett and Robin Burman nominated and seconded Jenny Osbourne as the next Chair of Stockport Homes Board. The Chair of the Board asked Members to indicate their support on a show of hands. Seven voted in favour, none against and no abstentions. It was confirmed that Jenny Osbourne is the Chair Elect and that formal appointment will be made at the AGM on 17 June. 	
	RESOLVED: The Board support the appointment of Jenny Osbourne as the next Chair of the Board.	
12	FOUNDATIONS STOCKPORT – PROGRESS REPORT (DECISION)	
	<p>The Governance Manager introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> The Director of Neighbourhoods and Support agreed to explore whether Motiv8 could be placed within Foundations Stockport. 	SW
	<p>RESOLVED: The Board:</p> <ol style="list-style-type: none"> Noted Foundations' progress to date; Approved the transfer of Your Local Pantry to, and the setting up of Housing First in Foundations; Approved the operation of the Furniture Recycling Project and Enriching Holiday Activities under the Foundations brand; Approved the appointment of Robin Burman to hold Stockport Homes' share in Foundations on behalf of the company; and, Noted the Foundations logo. 	
15	MINUTES	
	<p>The Chair of the Audit and Risk Committee introduced the minutes and explained that the process for appointing the internal auditor had been positive. *David Beckett left after the conclusion of this item*</p>	
13a	CHIEF EXECUTIVE'S REPORT	
	<p>The Chief Executive introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> The Chief Executive explained that Stockport Homes will have a place on the NFA Board, pending ratification at the NFA AGM on 11 April. The Chief Executive informed the Board that Stockport Homes has been asked to take part in a best practice group for tenant safety. It was explained to the Board that digital inclusion is a priority for Stockport Homes. The Board commended Stockport Homes for achieving a three star rating by Best Companies. The Board confirmed the appointment of the internal auditors. 	
	RESOLVED: The Board noted the Chief Executive's Report and approved the appointment of PWC as internal auditors.	
13b	CHAIR AND MEMBERS' ACTIVITIES	
	<p>The Chair of the Board invited Members to share any activities they had undertaken since the last Board Meeting:</p> <ul style="list-style-type: none"> Jo Hague explained that she had been working with students at the sheltered scheme, Edinburgh Close. Christine Woolridge attended a Customer Hub on anti-social behaviour. 	

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	<ul style="list-style-type: none"> • A group of Board Members had visited the stores at Lingard Lane and said how impressed they were. <p>The Chair of the Board summarised his recent activities including attendance at:</p> <ul style="list-style-type: none"> • Stockport Homes Group Chairs' Meeting. • Stockport Homes Member Committee. • HACT Social Value Seminar for Board Members. 	
14	CORNERSTONE EVALUATION REPORT	
	<p>The Assistant Chief Executive introduced the report and invited the Board to ask questions:</p> <ul style="list-style-type: none"> • The Assistant Chief Executive confirmed that her role in ensuring Cornerstone is a success will continue. 	
	RESOLVED: The Board discussed and noted the contents of the report.	
15	MINUTES (CONTINUED)	
	<p>The Chair of the Operations Committee introduced the minutes and highlighted key areas the Operations Committee considered:</p> <ul style="list-style-type: none"> • The Customer Scrutiny Panel were commended for producing a very useful and strategic report on the service standards framework. • The Committee considered a report on climate change and requested that some of the actions were reviewed. • The Committee considered a business plan from Architectural Services and highlighted the potential of bringing in additional income through this work. It was suggested that the Board should receive more information about this service. 	JBI/JBe
16	FORWARD PLAN	
	<p>The Governance and Scrutiny Officer introduced the Forward Plan and invited the Board to ask questions:</p> <ul style="list-style-type: none"> • The Board noted the Forward Plan. 	

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