

2010 ROTHERHAM LTD

MINUTES OF THE BOARD MEETING HELD ON 19 DECEMBER 2007 AT 2:00 PM IN THE BOARD ROOM, EASTWOOD

Board of Directors: Miss Anita Heaton (Chair)
 Cllr Jane Austen
 Mr Tony Billingham
 Mrs Liz Booth
 Mr Gaetano Demartino
 Cllr Barry Dodson
 Mrs Mary Jacques
 Mrs Margaret Hartley

In Attendance: Mr Colin Earl (Interim Chief Executive)
 Mr Maq Ahmed
 Mr Paul Webb (Director of Neighbourhood Management)
 Mr Mark Whittle (Director of Investment)
 Mrs Lynne Chatterton (Secretary to Director of Business -
 Development) - Minutes
 Mr Andrew Roddison (RotherFed)

| Item No. | | Action Log Reference |
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| | Governance | |
| 1. | <p>Apologies for Absence</p> <p>Apologies were received from Mr Almas Abbasi, Mr John Lewis, Cllr Reg Littleboy, Mrs Victoria Penman, Mrs Teresa Butler.</p> | |
| 2. | <p>Minutes of Board Meeting 31 October 2007</p> <p>The minutes of the meeting were agreed.</p> | |
| 3. | <p>Matters Arising</p> <p>There were no matters arising.</p> | |
| 4. | <p>Declaration of Interests</p> <p>There were no declarations of interest in addition to standing declarations.</p> <p>Mr Earl was welcomed as Interim Chief Executive of 2010 Rotherham Limited.</p> | |
| 5. | <p>Minutes of Committees</p> | |

Performance

The minutes of the meeting held on 27 November 2007 were presented and received by the Board.

Resources & Asset Management

The minutes of the meeting held on 21 November 2007 were presented and received by the Board.

Items for Decision

6. Barbot Hall

Mr Colin Earl presented the report which recommended that Barbot Hall formally ceased operations with effect from 1 April 2008. Steps would now be taken to move towards closure and associated costs would be tracked.

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AGREED: The Board received the report and agreed the actions as noted.

Items for discussion

7. Finance Report

Mr Ahmed presented the report which highlighted the company's financial position to 30 November 2007. He drew attention to Appendix 2 Delegated budgets which showed a better than budget position of £362,000

Repairs & Maintenance – year to date £1,242k better than budget. Mr Whittle advised that planned and cyclical works were being managed to ensure they came in on budget.

It was important to have clarity from RMBC on Barbot Hall Trading costs. Mr Earl was to take this up with Mrs Michelle Musgrave.

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Mr Ahmed was to produce a report to January Board meeting with regard to the budget planning process for 2008/09.

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Mr Billingham asked for the report which showed a comparison between 2010's management fee and those of other ALMOs, presented to the Board in October 2007, to be presented to RMBC.

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Mr Billingham asked for each finance report to highlight the movements from the previous report.

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| | AGREED: The Board received the report and agreed the actions as noted. | |
| | Items for Information | |
| 8. | Health & Safety Report | |
| | Mr Whittle presented the report which highlighted accidents, injuries and RIDDOR reports for November. Staff roadshows had been used as a means of getting the message to staff with regard to asbestos. | |
| | Mr Billingham referred to an email he had sent Mr Whittle regarding gas queries. Mr Whittle was to forward a response. | 7 |
| | It was agreed that any information on progress on gas installations and appliance testing be presented to the Resources & Asset Management Committee at each meeting. | 8 |
| | AGREED: The Board received the report and agreed the actions as noted. | |
| 9. | Director of Neighbourhood Management Report | |
| | Mr Webb presented the report which gave an update on activities for November-December 2007. | |
| | Mr Webb confirmed that a letter was to be sent on behalf of the Leaseholder Forum requesting a council representative to attend the next meeting. | 9 |
| | Miss Heaton expressed concern that East Herringthorpe Office did not appear to be opening at times stated on notices. Mr Webb was alarmed to hear this and thanked Miss Heaton for bringing it to his attention. Mr Webb would immediately review the situation. | 10 |
| | A report on the Impact of the Restructure of the Neighbourhood Management Directorate on Communities was to be referred to the Sustainable Communities Committee for an in-depth discussion on public access issue and how offices are being manned. | 11 |
| | AGREED: The Board received the report and agreed the actions as noted. | |
| 10. | Director of Business Development Report | |
| | Mr Earl presented the report which updated Board Directors on budget planning and preparation for inspection. It was noted that an external assessment would be carried out by HQN week commencing 18 February which would include interviews with representatives from the | |

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| <p>11.</p> | <p>Board.</p> <p>AGREED: the Board received and noted the report.</p> <p>Director of Investment Report</p> <p>Mr Whittle presented the report which outlined the current status on Repairs and Maintenance, Barbot Hall outcomes and an update on the adaptation contract.</p> <p>Repairs & Maintenance – 1:1 discussions had been held with Contractors. A report would go to the Board meeting in January, together with PWC report in IHSP’s business capabilities.</p> <p>HR were to send details of grades of Barbot Hall staff to match with vacancies.</p> <p>With regard to adaptations, Mr Whittle confirmed that he would not go against OT advice on showers because of the risk element. Miss Youhill was to prepare a report for Board showing the costs of putting showers over baths.</p> <p>AGREED: The Board received and noted the report.</p> | <p>12</p> <p>13</p> |
| <p>12.</p> | <p>Any other business</p> <p>Miss Heaton advised Board Directors of an email that had been received from Mrs Penman and whether the Board wished her to continue as a Board Director following maternity leave.</p> <p>AGREED: It was unanimously agreed that Victoria was a valued Board member and should be asked to remain on the Board. All information would continue to be sent to her in order for her to comment/contribute if she wished. A letter was to be sent to Mrs Penman regarding the Board decision and to send best wishes and to ask her to update the Board in six months’ time.</p> <p>It was note that 2010 had not yet received a response from the Council on the prospects of nominating a Councillor to replace Cllr Glyn Robinson on the Board. Mr Earl was to write to RMBC.</p> <p>AGREED: The Board agreed that a letter should be sent to Mrs Penman and Mr Earl to write to RMBC.</p> <p>Date of Next Meeting: 30 January 2007 – 2 pm, Board Room, Eastwood</p> <p>Dates of Future Meetings: 27 February 2008 – 2 pm, Board Room, Eastwood</p> | <p>14</p> <p>15</p> |

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| | 26 March 2008 – 2 pm, Board Room, Eastwood | |
| | 30 April 2008 – 2pm, Board Room, Eastwood | |

Signed as a true and accurate record.

..... (Chair)

Date:.....