

**2010 ROTHERHAM LTD
MINUTES OF AGM & BOARD MEETING HELD ON 17th May 2006
AT THE BOARDROOM, EASTWOOD**

Board of Directors:

<i>Clive Hartley (Chair)</i>			
<i>Cllr Jane Austen</i>	<i>Almas Abbasi</i>	<i>Keith Stringer</i>	<i>Liz Booth</i>
<i>Cllr Neil License</i>	<i>Cllr Paddy Burke</i>	<i>Cllr Barry Dodson</i>	<i>Cllr Glyn Robinson</i>
<i>Harry Tooley</i>	<i>Dr Giles Bloomer</i>	<i>Tony Billingham</i>	<i>Anita Heaton</i>

In Attendance:

Chief Exec – <i>Isobel Riley</i>	Executive Team – <i>Richard Walker; Phil Rees; Ian Hillier – PWC</i> <i>Helen Bows</i>
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By invitation:

<i>Cllr Sue Ellis</i>	<i>Cllr Roger Stone</i>	<i>Mike Cuff</i>
<i>Tom Cray</i>	<i>Heather Jones</i>	<i>Hillary Cahill</i>
<i>Dennis Alderson</i>		

Minute No.		Action By	Target date
AGM6/1	A Governance		
AGM6/1/1	Apologies for Absence <ul style="list-style-type: none"> <i>Simon Bunker - RMBC</i> 		
AGM6/1/2	Minutes of Previous Meetings – Minutes of 25 th April 2006 were considered and approved The following points were noted: B36/1/4 – The Chief Executive advised that unfortunately 2010 Rotherham Limited did not win a place on the Board. B46/1/6/1 – It was added that Alan Truelove had been appointed and possessed good knowledge and ability to carry out the role of Health and Safety Officer. Minutes of 2 nd May 2006 (Emergency Board Meeting) were considered and approved. The following points were noted: Giles Bloomer was not present at this meeting, contrary to the minutes stating this. It was stated that the Appointment of Refurbishment Contractors and Appointment of Windows and Doors		

	Contractors reports would be submitted to the Cabinet Members meeting on 22 nd May 2006.		
AGM6/1/3	Resolution Re: Election of Tenant Board member and selection of Independent & Council Board members		
	<p>The Board were advised that the resolution submitted had been approved. It is the intention of the Community Development and Partnership Sub Committee to ensure a fair and robust process for the re-election is put in place by 27th September 2006, in time for the EGM.</p> <p>In the meantime support must be given to the current Board Member Liz Booth, who is standing for re-election.</p> <p>A report will be submitted to the Cabinet Members meeting requesting the approval to keep Liz on the 2010 Board.</p> <p>It was agreed that there will be a report into the failed process of the election, ensuring future elections are robust and can withstand scrutiny. Clarity into who the 'electorate' are must also be sought.</p> <p>Decision</p> <p>The Board endorsed the decision for the Community Partnership and Development Sub Committee to investigate the electorate process and report back to the Board with this and an associated cost.</p> <p>The Board were advised that the applicants for the Independent Board members had been interviewed. On the back of this, approval was requested to appoint Gaetano Demartino and re-appoint current Independent Board members, Almas Abbasi and Giles Bloomer. It was also requested that 2010 re-advertise the vacant position of the Independent Board member.</p> <p>Decision</p> <p>The Board endorsed this recommendation.</p> <p>The Board were advised that the Councillor nominations have not taken place and these would be made by the Leader.</p>		

	<p>Mike Cuff, Cllr Sue Ellis, Tom Cray and Cllr Roger Stone were welcomed by the Chair to attend the meeting.</p>		
AGM6/1/4	<p>IIP Presentation</p>		
	<p>Andrea Stevenson from NTP was welcomed by the Board. Andrea gave an outline of the report on 2010 Rotherham Ltd followed by a presentation of the IIP award.</p> <p>Many positive comments were given in the report and it was recognised during the interviews that investment in people had created the ethos of people empowerment. It was recognised that 2010 has an excellent team ethos and staff were clear on how training can develop people.</p> <p>Thanks were expressed to Odette Stringwell for her contribution in organising the IIP assessment.</p> <p>Roger Stone indicated that it was a pleasure to have been invited to and to attend the AGM / Board. A suggestion of a 2010 Board member and Cabinet Council member away day was made.</p> <p>The Chair expressed thanks for this suggestion and accepted the offer on behalf of the Board.</p> <p>Cllr Sue Ellis on behalf of RMBC expressed her delight on 2010 achieving the IIP status. Achievements throughout the year can be recognised however the biggest achievement was being awarded the 2 star standard and drawing down the £200 million. There are lots of challenges to face and effort will be needed from all departments to achieve the outputs.</p> <p>The Chair, on behalf of the Board agreed that the vision is about creating decent neighbourhoods for all.</p> <p>Thanks were expressed to Tom Cray on behalf of the Board for his work and commitment.</p>		

AGM6/1/5	Chairman's Annual Review		
	<p>2010 has now celebrated its first birthday. It has been a year of hard work and learning but also a year of achievement and development.</p> <p>The Sub Committees that have been put in place are working well thanks to Board Members and 2010 Officers.</p> <p>Issues have been apparent throughout the year but have been resolved to enable 2010 and Neighbourhoods to give 100% commitment to receiving the best results for our customers.</p> <p>There has been an improvement in finance delivery information. Capacity issues are being addressed, the Audit Commission commented that 2010 had uncertain prospects for improvement in relation to capacity; this was once a true reflection, however delivery was made with these limited resources.</p> <p>All staff are committed to the delivery of quality services and continued improvement. Thanks were expressed to all staff and the Board for their personal support and hard work over the past year.</p>		
AGM6/1/6	Chief Executive Annual Review		
	<p>To achieve 2 stars was a remarkable achievement; the Board, Executive Management Team and every member of staff have been thanked for the tremendous effort that went into securing the £300 million for Decent Homes in Rotherham.</p> <p>We have a responsibility to make best use of this opportunity, not just in terms of achieving best value from the funding we have secured but also making the most of opportunities to improve people's lives.</p> <p>We also have to become an organisation that delivers excellent services. That will involve strengthening our connections with our customers so we can continue to learn and develop our services. Rother Fed, the newly emerging Federation of Tenants and Residents, will have a key part to play in that.</p>		

	<p>We need to develop a much better understanding of the diverse customers we serve. We need to ensure that our Board and our workforce better reflect the make up of the customers we serve, in terms of gender, disability, ethnicity and age.</p> <p>From 2 stars to excellence - The primary way we are going to ensure our progress towards excellence is through the development of our Delivery Plan, and an Excellence Plan. We have involved our staff in the development of our Delivery Plan objectives and we are consulting our customers.</p> <p>Many of the objectives are shared objectives with those appearing in the Neighbourhoods Programme Area Service Plan. But some are specific to 2010 and reflect what we want to achieve as a company over the next few years.</p> <p>In our discussions so far we have identified 4 new objectives and a new core value for the company. We want to:</p> <ul style="list-style-type: none"> • be involved in the national debate about the future of ALMOs • develop a VFM Strategy that creates measurable efficiencies and service improvements for our customers year on year • develop our workforce in order to deliver excellent services now and in the future • develop our own Business Plan <p>The Audit Commission Inspection also looked at our prospects for improvement; these were considered to be “uncertain”.</p> <p>That judgement clearly poses a challenge to 2010, however the appointment of three Directors will assist and we can become an organisation that provides an excellent service to our customers.</p>		
AGM6/2	B Financial Resource Management		
AGM6/2/1	Financial year end timetable		
	<p>A report on the Financial Year End Timetable was presented to the Board which stated,</p> <p>“The 31st March is the accounting reference date for 2010 and as a result 2010 are required to produce a set of audited accounts for the</p>		

	<p>extended accounting period ending 31st March 2006. These audited accounts for the period ending 31st March 2006 must be presented by 30th September 2006 to the Council's representative, in line with clause 16.9 of the management agreement. "</p> <p>The Audit will commence on 3rd July and last no more than 2 weeks. The Resources Sub Committee will draft the Audit papers at the beginning of August and the Board will receive these papers for the August Board Meeting.</p> <p>The Board noted and agreed to accept the report</p>		
AGM6/3	A <i>Performance Management</i>		
AGM6/3/1	Annual Performance Report		
	<p>A report on 2010's performance was presented to the Board. It detailed a financial year end table against the 13 monthly indicators, it can be seen that all 13 indicators hit the year end target and 12 have been improved upon from last year;</p> <p>Repairs & Maintenance to Council Houses Urgent repairs completed in time – (Target 98%) Actual 98.2% Repairs appointments made and kept – (Target 80%) Actual 94.35 Average time to complete non-urgent repairs – (Target 12) Actual 11.27 % change in non-decency (Target 11.31%) Actual 1.55% % HRA Programmed / Responsive spend – (Target 77%) Actual 77% % emergency & Urgent repairs / non urgent repairs (Target 30%) Actual 26%</p> <p>Empty Property Management Average void re let time from keys in to keys out (Target 15 days) Actual 14.43 Average re let time from termination to start (Target 13days) Actual 10.19 Rent Loss through voids (Target 0.59%) Actual 0.59%</p>		

	<p>Housing Income Management</p> <p>% rent collected (Target 97.5%) Actual 97.79%</p> <p>% of tenants with more than 36 days rent arrears (Target 3.85%) Actual 3.14%</p> <p>% of tenants in arrears who have has NSP served (Target 40%) Actual 12.19%</p> <p>% of tenants evicted as a result of rent arrears (Target 0.4%) Actual 0.4%</p> <p>Tenant Satisfaction</p> <p>Tenant satisfaction with the landlord service (Target 83%) Actual 72%</p> <p>Tenant satisfaction with opportunities to take part in decision making (Target 69%) Actual 59%</p>		
AGM6/4	D Any Other Business		
	<p>Date and Time of Next Meeting 28th June 2006 – Eastwood Boardroom</p>		