

MINUTES OF EALING HOMES BOARD MEETING

25 January 2007

Present

Members:

Eddie Brown (Chair)
 Brian Everett (Vice)
 Fiona Worrell
 Don Ayre

Joseph Bell
 John Gallagher
 Mark Reen (part)
 Florence Herve

Seema Kumar
 David Ramsden
 Ashok Kapoor
 Julian Bell

Officers:

Su Gomer	–	Managing Director
Rubina Qaiyoom	–	Company Secretary and Legal Advisor
Keith Millican	–	Director of Resources
Niamh Riordain	–	Service Improvement Manager
Sasha Nicol	–	Board Support Officer

Guests:

Brian Queen	–	Director of Housing and Environmental Health
Gill Tennet	–	Strategy Development Officer
Pat Hayes	–	Executive Director of Regeneration and Housing
David Ewart	–	Head of Housing & Strategic Projects Finance
Adrian Wilde	–	Baker Tilly Accountants

Item		Action
1a	<p>Welcome The Chair welcomed members and LBE guests to the meeting. On behalf of the Board he wished PH well in his new role over the coming months.</p>	
b	<p>Introductions Introductions were made round the table.</p>	
c	<p>Apologies David Mark - Director of Housing Asset Management.</p>	
2	<p>Receive Audited Accounts for the Period 1/4/05 – 31/3/06</p>	
a.	<p>KM presented the Audited Accounts. Members were advised that the Accounts had been thoroughly reviewed by the Audit & Regulatory Committee (ARC). KM drew members attention to salient points of the Accounts; explained the one-off benefit surplus arising from Pension Accounting, possible benefits from SLA's, and effective VFM management.</p>	
b.	<p>KM presented the Financial Statement Letter. DR, Chair of the ARC, confirmed for Members that the Committee had followed due diligence in regards to the letter and were comfortable with the content.</p> <ul style="list-style-type: none"> • Board agreed the Audited Accounts. 	

	<ul style="list-style-type: none"> • Board approved the Financial Statement Letter. 	
3.	<p>Annual General Meeting – Separate Agenda and Minutes. The Board meeting was postponed in order to proceed with the business of the AGM and resumed on conclusion of the AGM.</p>	
4	<p>Declarations of Interest. None were received at this point.</p>	
5	<p>Minutes 07/12/06</p> <p>a. Accuracy It was noted that FH had attended the meeting but was not listed as attending.</p> <ul style="list-style-type: none"> • Minutes agreed as accurate with this amendment. <p>b. Matters Arising</p> <p>i.</p> <ul style="list-style-type: none"> • Board ratified actions agreed at the meeting of 07/12/06. <p>ii.</p> <p>3.a. ASB Mobile Patrol EH and LBE are working closely to explore other options, such as PCSO's. LBE have confirmed that PCSO's, if used, would receive public funding. An interim ASB Out of Hours Service into 2.00 a.m. is still being considered for a further 'service-bridging' pilot for sections of the Borough until other possibilities are progressed. BQ reassured Members that the Hours of Operation of PCSO's, which are still under review, would include evenings. PH advised that Boroughs would direct PCSO tasking in accordance with their community needs. This would be in addition to the regular police service. BQ advised that further details would be presented to the February Council meeting.</p> <p>iii.</p> <p>3.b. DCLG Follow Up SG advised that EH had received the full tranche of funding while other ALMOs had received a 2% cut in funding. SG, on behalf of EH, thanked BQ for his role in this success. EH/LBE now awaiting the DCLG response on suggested Estate Re-Profiling.</p> <p>iv.</p> <p>5.b. Update on Finance SG and KM had attended the Star Chamber meeting on 10th January. KM advised that a detailed post Budget settlement paper would be prepared and presented to the next Board meeting. EH would then seek to agree the Management Fee with LBE to move on for 07/08. MR questioned progress of reaching agreement with LBE in relation to SLA's. BQ clarified that 3 Star Chambers were held to review these matters and agree findings; it has been agreed that EH/LBE work closely with Parks & Services with the view to agreeing the Environment SLAs. In response to MR's concerns over EH subsidising LBE Environment services – ECT, SG confirmed SLA negotiations and possible movement on this.</p> <p>v.</p> <p>7.d. AP's End of Service Board was advised that AP's leaving date is to be Friday 2nd February. Board expressed their thanks to AP for his work at EH.</p>	KM

<p>6.</p> <p>a.</p> <p>b.</p> <p>c.</p> <p>d.</p> <p>e.</p> <p>f.</p>	<p>Managing Director's Report</p> <p>SG presented the report. She advised of a possible under-spend of 06/07 DH funds. This is being analysed and will be reported to Capital Works and in the next Comprehensive Performance Report.</p> <p>In response to a query from MR, SG advised on Tender/Framework issues, designed to drive VFM, some tenders had been repackaged in order to achieve greater VFM which has delayed spend, as agreed by CPC. It was stressed that all procedures are fully followed. The possible under-spend had been raised at the Delivery Plan meeting earlier in the day. The CPR will address this in greater detail.</p> <p>Briefing: January 2007 Board Report</p> <p>KM represented the additional budget report. The greatest area of concern as identified through HR is Sickness Absence, especially relating to the Environmental Services Team, which is under review to improve/address performance. SG advised, in response FW's query about tribunals and unfair dismissals that company policies and procedures are followed thus mitigating against ETs.</p> <p>JG queried EH temp worker numbers. KM advised that of 80 temps, 18 have moved into permanent positions within the company. This figure is not felt to be a-typical for the type of organisation that EH is.</p> <p>SG advised that two audit investigations are underway through LBE's audit team and outcomes are expected soon for EH to consider whether disciplinary action by EH is a reasonable course of action to take. EH has a duty of care to both employees and clients – in reference to c.</p> <p>The meeting was advised that the next Business Planning Project Team meeting would be on Thursday 8th February.</p>	
<p>7</p>	<p>Revision of the Management Agreement – LBE/EH</p> <p>EH is awaiting LBE response to EH's response of 23rd December 06 providing the advice of the Company Secretary relating to EH needs from LBE decision to progress the Management Agreement Review. This was raised at the Delivery Plan meeting earlier in the day but no further information is available at this time.</p>	
<p>8</p> <p>a.</p> <p>i.</p> <p>b.</p> <p>i.</p> <p>ii.</p>	<p>Joint Negotiating & Consultation Committee</p> <p>KM advised that GMB's reluctance to engage in negotiations is effecting the formation of the JNCC.</p> <ul style="list-style-type: none"> • JG declared a possible Interest here and removed himself from commenting and voting on this issue. <p>KM advised the Board that GMB wished for 2 Board Members to sit on the JNCC in a strategic role. FW advised the Board of the pros and cons, including parameters and expectations, of members being on the JNCC.</p> <ol style="list-style-type: none"> 1. Board agreed that two members should sit on the JNCC; FH and EB agreed to fulfil this role. 2. Board noted the efforts to establish regular formal dialogue and engagement with the trade unions through the 	

12	<p>Minutes of Committee Meetings</p> <p>a. Western Area Board, Draft, 26.10.06 Board was advised of the situation of the East Area Board in response to a query from JG. JG requested that he be kept informed on the issue. In response to JosephB's query regarding the Small Scheme's funding, NR advised that this is to be reviewed.</p> <p>b. Audit & Regulatory, Draft, 29.11.06 The minutes were noted.</p> <p>c. Organisational & Capital Programme, 04.10.06 Members were advised that the committee monitors the AGRESSO system monthly through updates at meetings and that payments had improved.</p> <p>d. Organisational & Capital Programme, 15.11.06 The minutes were noted.</p> <p>e. Organisational & Capital Programme, 10.01.07 The minutes were noted.</p> <p>f. Business Planning Project, 11.10.06 Members were advised of the work of the committee and had considered Key Drivers and Performance Indicators. EH is aiming to attain top quartile by March 2008. The agreement of the Delivery Plan element is awaited from LBE.</p> <p>g. Business Planning Project, 14.12.06 The minutes were noted.</p>	
13	<p>AOB</p> <p>a. JosephB requested information on the number of tolerated trespassers in the Borough, how this affects services and how this affects EH in relation to services. SG advised that EH's is in the process of identifying tolerated trespassers and agreeing the approach for addressing the associated implications with LBE. NR advised of the definitions and situations surrounding tolerated trespassing. NR to contact JosephB externally to further discuss his query.</p> <p>b. SG reminded the Board of the agreed process whereby members indicate to staff, prior to meetings, issues of concern to be raised under AOB to allow informed responses.</p> <p>c. EB advised the Board that it was FH's birthday and applauded her commitment in attending the meeting on such a day. The Board wished FH a happy birthday.</p>	NR
	<p>Meeting ended 9.12 p.m.</p> <p>Next meeting: Date: Thursday 08 March 07 Time: 7.00 p.m. Venue: Ealing Town Hall, Committee Room 2.</p>	

Chair.....

Date.....