

NOTTINGHAM CITY HOMES LIMITED
ALMO BOARD MEETING



Date: THURSDAY 12 SEPTEMBER 2019

Time: 5.40 PM

Place: THE COUNCIL HOUSE, OLD MARKET SQUARE, NOTTINGHAM NG1 2BS

Directors of the Board are requested to attend the above meeting on the date and at the time and place stated to transact the following business:

George Pashley
Company Secretary

AGENDA

	Page No.	Time
1		
INTRODUCTORY ITEMS		
1.1 WELCOME		
1.2 APOLOGIES FOR ABSENCE		
1.3 DECLARATION OF INTERESTS		
2		
ITEMS FOR DISCUSSION AND DECISION		
2.1 COMPANY SECRETARY'S REPORT Report of the Company Secretary	Attached 2 - 4	5.40
3		
CLOSING ITEMS		
3.1 ANY OTHER BUSINESS		
3.2 DATE OF NEXT MEETING – 28 NOVEMBER 2019		

Members wishing to raise matters under Any Other Business should note that items will only be accepted if referred to and agreed by the Chair of the Board prior to commencement of the Meeting. Members wishing to submit their apologies should do so by contacting the Company Secretariat on 0115 746 9485. This agenda was issued by email on 5 September 2019

Distribution List:

All ALMO Board Members:

Geoff Bagnall, Lynn Clayton, Karen Humble, Dave Pitt, Georgia Power, Ethan Radford, Sarita-Marie Rehman-Wall and Michael Savage

Sam Whitworth and All EMT Members

NOTTINGHAM CITY HOMES

REPORT OF THE COMPANY SECRETARY

THE ALMO BOARD
12 SEPTEMBER 2019

COMPANY SECRETARY'S REPORT

1 EXECUTIVE SUMMARY

- 1.1 Board is required to appoint a Chair at its first meeting following its Annual General Meeting (AGM).
- 1.2 Board is required to appoint two Tenant Board Members to sit on the Group Board.
- 1.3 Board is required under Company Articles to appoint Committee Members to the Audit, Risk and Compliance Committee and the Governance and Selection Committee for each Board year.

2 RECOMMENDATIONS

It is recommended that the Board:

- 2.1 **Agrees** to the appointment of Sarita-Marie Rehman-Wall as Chair of the Board for a period of one year.
- 2.2 **Agrees** to the appointment of Sarita-Marie Rehman-Wall and Michael Savage as ALMO Board representatives on the Group Board.
- 2.3 **Agrees** to the Chairs recommendations to the membership of the Audit, Risk and Compliance Committee.
- 2.4 **Agrees** to the Chairs recommendation to the membership of the Governance and Selection Committee.

3 REPORT

3.1 APPOINTMENT OF CHAIR

- 3.1.1 In accordance with Standing Orders: Part 1 Governance, Board is required to appoint a Chair at the first meeting following the Annual General Meeting.
- 3.1.2 At a meeting on 2 September, Sarita-Marie Rehman-Wall was nominated as Chair of the ALMO Board.
- 3.1.3 The Board are asked to **agree** to the appointment of Sarita-Marie Rehman-Wall as Chair of the Board for a period of one year.

3.2 APPOINTMENT OF GROUP BOARD REPRESENTATIVES

- 3.2.1 In accordance with Standing Orders: Part 1 Governance, Board is required to nominate two Tenant Board Members to sit on the Group Board.

3.2.2 The Board are asked to **agree** to the appointment of Sarita-Marie Rehman-Wall and Michael Savage to the Group Board.

3.3 AUDIT, RISK AND COMPLIANCE COMMITTEE MEMBERSHIP

3.3.1 In accordance with Standing Orders: Part 1 Governance, the Board is required to nominate a Board Member for Audit, Risk and Compliance Committee Membership at its first meeting following the Annual General Meeting.

3.3.2 Following a meeting held on 2 September 2019 it is recommended that Dave Pitt be appointed as the ALMO Board representative on the Audit, Risk and Compliance Committee.

3.3.3 The Board are asked to **agree** the appointment of Dave Pitt to the membership of the Audit, Risk and Compliance Committee.

3.4 GOVERNANCE AND SELECTION COMMITTEE MEMBERSHIP

3.4.1 In accordance with Standing Orders: Part 1 Governance, the Board is required to nominate a Board Member for Governance and Selection Committee Membership at its first meeting following the Annual General Meeting.

3.4.2 Following a meeting held on 2 September 2019 it is recommended that Karen Humble be appointed as the ALMO Board representative on the Governance and Selection Committee.

3.4.3 The Board are asked to **agree** the appointment of Karen Humble to the membership of Governance and Selection Committee Membership.

4.1 Financial Implications

4.1.1 There are no financial implications arising from this report.

4.2 Legal Implications

4.2.1 All of the initiatives within this report are carried out to ensure compliance with good practice and legislation including the Companies Act 2006 and NCH's Governance processes.

4.3 Risk Implications

4.3.1 There are no risks arising from this report.

5 **IMPLICATIONS FOR NOTTINGHAM CITY HOMES OBJECTIVES**

5.1 The contents of the report will have a significant impact for NCH achieving its corporate objectives, set out in the Corporate Plan and associated high level corporate commercial, financial and business plans.

6 **EQUALITY IMPACT ASSESSMENT**

6.1 Has the equality impact of these proposals been assessed?

Yes (EIA attached)

No (this report does not contain proposals for significant changes to process at this stage).

**7 BACKGROUND MATERIAL AND PUBLISHED DOCUMENTS REFERRED TO
IN COMPILING THIS REPORT**

None

CONTACT OFFICER: George Pashley
Company Secretary
Loxley House
Station Street
Nottingham
NG2 3NJ
Tel: 0115 746 9485
E-mail: george.pashley@nottinghamcityhomes.org.uk

DATE: 5 SEPTEMBER 2019