

## Governance Resource Pack – Contents

Foreword by Chair and Chief Executive

Executive Summary

Northwards Housing

- History and Background
- Mission, Values and Objectives
- Business Plan and Summary
- Board and Sub-Committee Structure
- Area Panel Structure
- Staff Structure
- Meeting Schedule
- Internal Auditor Details
- Internal Audit Plan

Constitution

- Memorandum and Articles of Association
- Summary of Management Agreement
- Delivery Plan

Members

- Board Member Profile
- Roles and Responsibilities
- Code of Conduct / Declaration of Interest
- Person Specification and Job Description (to be developed)
- Expenses policy

Sub-Committees

- Sub-Committees and Membership
- Terms of Reference

Finance

- Annual Efficiency Statement
- Standing Orders and Financial Regulations
- Scheme of Delegation
- Value for Money Strategy
- Risk Strategy
- Financial Statements
- Budget Forecasts
- External Auditor Details

Training & Development

- Board Member Competency Model
- Board Member Appraisal Review (Enlighten Report)
- Board Member Development Plan (Enlighten Report)
- Training Summary
- Governance Health Check

## Governance Development Plan

### Supporting Information

- Langlands Report
- Profile of Senior Managers
- Northwards Contact List
- Performance Management Framework
- Service Improvement Plan
- Resident Involvement Agreement
- Equality & Diversity Action Plan / Policy
- Compliments & Complaints Policy / Procedure
- Audit Commission Self Assessment
- Audit Commission Summary Fact Sheet
- Service Level Agreements / Protocols and Timetable of Review
- 5 Year Capital Programme
- MCC Housing Strategy 2004-07
- MCC Community Strategy
- North Manchester Strategic Regeneration Framework