



Report to:

Northwards Housing Board

22 May 2008

Item No:

7a

Title:	Board Membership
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Date:	9 May 2008
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Confidential:			
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For: (Please tick action required)	NOTING	DISCUSSION	APPROVAL ✓
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PURPOSE OF REPORT

To advise the Board of the proposed Board Elections and Recruitment of new Members. To recommend to the Board the proposal from the Tenants Conference Steering Group to combine the AGM with a Tenants Award Evening.

RECOMMENDATION

The Board are requested to approve

1. the elections and recruitment proposal and
2. the proposal for the AGM and Tenants Award Evening
3. to appoint a Vice Chair
4. to nominate two Board Members to sit on the Awards Judging Panel
5. that the Board approve changes to the Standing Order to enable co-optees to have voting rights and count towards the meeting quorum

IMPLICATIONS

Equality & Diversity:	The election process must be accessible and fair to all.
Financial:	Provision has been made within the 2008/09 budget. Further funding for the Tenants Award Evening is being sought through sponsorship
Staffing:	None directly
Decency Target:	None directly
Governance:	The Articles of Association must be adhered to. This demonstrates that the Board have made suitable arrangements.
Risk Assessment:	This is not a primary or secondary risk.

Equality & Diversity Implications (Please tick where relevant):

BME	<input checked="" type="checkbox"/>	Lesbian/Gay/Bisexual/Transgender	<input checked="" type="checkbox"/>
Gender	<input checked="" type="checkbox"/>	Single Parents	<input checked="" type="checkbox"/>
Age	<input checked="" type="checkbox"/>	Domestic Violence	<input type="checkbox"/>
Disability	<input checked="" type="checkbox"/>	Alcohol/Drug Mis-users	<input type="checkbox"/>

Consultation/Consideration:

	Yes, No or N/A:	Name:	Date:
Sub-Committee:			
Area Panel:			
Task Groups:		Tenants Conference Steering Group Relating to AGM and Tenant Award Evening only	22 April 08 - ongoing
Ward Councillors:			

1. Board Election and Recruitment of Board Members

Background

Northwards' Articles of Association require one Tenant and one Independent Board Members to retire at this year's Annual General Meeting.

It is also required that Members appointed since the last AGM are required to stand down.

All Members required to retire or stand down may be re-appointed or stand for election if they so wish.

The Board are required to agree the mode and manner of elections.

Current Situation

Paul Seymour and Michelle Carmichael were appointed after the last AGM and are therefore required to retire/restand at this AGM.

The Board has one tenant vacancy due to the sad death of Vera Salvatore.

Harvey Norton has given his resignation effective from 22 May 2008. This is due to work and home commitments. Harvey had informed the Chair and Chief Executive of his intention in November.

This will create a vacancy for Vice Chair.

Recommendation

The Board are requested to consider the following:

Independent Vacancies

Paul Seymour to be reappointed to the Board if he wishes.

The Board will need to formally accept this proposal at its September meeting and make this recommendation to the Council between 28 and 7 days prior to the AGM.

Whilst vacancies are normally advertised on the open market it is proposed that the vacancy created by Harvey Norton will be initially open to Independent Sub-Committee Co-optees. Both candidates were recruited in open competition in October 2007 and were co-opted to Sub-Committees as part of the Board succession planning. The appointment will focus on meeting any skills gap identified by the recent skills audit of the Board. This is subject to Council approval.

Tenant Vacancies

Michelle Carmichael is required to stand for re-election if she wishes.

Both Tenant vacancies must be openly advertised to all Northwards tenants and leaseholders.

It is proposed that expressions of interest are requested through the next Northwards Natter and through local advertising

If there are more than three candidates a full election of all Northwards tenants and leaseholders will be held. It is proposed this is carried out in-house with an independent witness to oversee the vote count.

Vice Chair Vacancy

The Board are requested to appoint a Vice Chair.

AGM and Awards Evening

The Tenants Conference Steering Group considered how the Tenants Conference, Awards Evening and AGM should link together.

The group have recommended that the Tenants Conference ("It's a Northwards Knockout", 13th September 2008, Boggart Hole Clough) be an independent event followed by a joint evening event where Tenant Awards would be presented after the AGM. It is proposed this event remain on Tuesday 2nd October. The venue and format is to be agreed subject to funding.

It is proposed that nominations for Awards and requests to attend the AGM are requested through the next Northwards Natter and through local advertising.

An Awards panel will be convened to judge the nominations. The Board are requested to provide two Board Members to the panel. The other panel members will be two Area Panel Members, and two members of staff.

Co-optees

At a previous meeting the Board asked the officers to bring forward the changes to the Standing Orders to reflect the inclusion of co-optees in the quorum for Sub-Committees and to give them voting rights.

The required changes are shown below:

Membership

The Sub-Committee will consist of up to six Board Members. Members will be appointed by the Board following expression of preference and will serve for a term of one year until the first Board meeting following the AGM.

Board Directors, Officers and Members of the Public can be co-opted onto the Sub-Committee as and when required. ~~Co-opted Members will have no voting rights.~~

Quorum

A quorum shall be no less than three Members. Two of the members present should be from different groups (Independent/Council/Tenant). Co-opted members ~~do not~~ count towards the quorum of a Sub-Committee meeting. If a meeting is inquorate at the start, the Members present will wait 15 minutes before taking a decision on whether to disband the meeting or proceed as an inquorate body. If the Chair is not present, Members present will appoint a temporary Chair for that meeting.

14.6 Board Members, Officers and members of the public can be co-opted onto a Sub Committee as and when required. ~~Co-opted Members will have no voting rights.~~

It is recommended that the Board approve these changes to the Standing Orders.