

Northwards Housing – Resources Sub-Committee Meeting

Hexagon Tower
Tuesday 27th October 2009 at 5:30pm

Chair: Martin McKeivitt

Present: Martin McKeivitt (MM) Board Member
Fatima Adamjee (FA) Board Member
Mark Hackett (MH) Board Member

In Attendance: Steve Wood (SW) Director of Business Services
Alison Foster (AF) Head of Finance
Lisa McBurnie (LMcB) Head of Human Resources

ITEM	SUBJECT	ACTION
1	Welcome and Introductions It was confirmed that the meeting was quorate.	
2	Apologies for Absence Apologies had been received from Sue Ratchford.	
3	Declaration of Interests / Confidential Matters / Equality & Diversity Matters Arising There were no agenda items for noting under this heading. Equality and Diversity implications were noted on particular reports.	
4	Minutes of Last Meeting The minutes and confidential minutes from the meeting held on 27 th July were approved and signed by the Chair.	
5	Matters Arising a) Office Licences SW reported that he was meeting with solicitors the following day and at that meeting the issue of progressing the office licences for Cheetham Hill, White Moss Road and Parkside would be discussed. MH again offered to pick this matter up within the Council and SW agreed to provide MH with an update following the meeting. Sub-Committee noted the update. b) Maternity Pay	SW

	<p>Further to the questions asked at a previous meeting SW provided information as to how the recovery of enhanced payments would take place if a person left Northwards' employment.</p> <p>Sub-Committee noted the explanation.</p> <p>c) Organisational Health Indicators</p> <p>LMcB reported that the utilisation figures were now being separately recorded between authorised and unauthorised leave and absence.</p> <p>d) Special Sub-Committee for Voids</p> <p>SW confirmed that the special meeting had taken place on 15 October. MM volunteered to join the group and commented that it would be useful to visit some of the properties as part of this work.</p>	
6	<p>Accounts – Monthly Budget Report</p> <p>SW presented the latest financial update as at September 2009.</p> <p>AF reported that she was generally happy with budget management other than that on voids expenditure. This was currently the subject of a weekly review of expenditure; in particular reviewing the potential out-turn spend. She agreed to provide a full update at the next meeting.</p> <p>MH commented on the quality of grounds maintenance work which in his opinion had improved recently and the value for money seemed much increased.</p> <p>AF updated Sub-Committee on the much healthier cash flow position at the end of the month.</p> <p>Sub-Committee noted the monthly accounts.</p>	AF
7	<p>Policies</p> <p>a) Comprehensive Equality Policy</p> <p>SW presented the revised Comprehensive Equality Policy in Tara Kelly's absence and briefly summarised the intention behind the policy.</p> <p>MH raised his concerns about the definition of disability and whether this included depressive illnesses which were by far the most common potential disabilities in society today. His concern was people should not be discriminated against on the grounds of these conditions. SW agreed to bring this to Tara's attention.</p>	SW

	<p>After a few more comments and questions, Sub-Committee approved the Policy.</p> <p>b) People Strategy</p> <p>LMcB shared the work done in developing the People Strategy covering the three areas of Human Resources; Workforce Planning, Employee Relations and Learning and Development.</p> <p>FA asked about performance indicators. LMcB explained how the Organisational Health indicators were being looked at across the three areas (as set out in the Strategy) as well as across teams and directorates. A presentation summarising how all this works was available and it was agreed that this would come to a future meeting. This would help Sub-Committee to link into the Strategy.</p> <p>MH asked whether it was felt that there were the necessary skills within the organisation for the future. LMcB responded with some detail around some of the initiatives that were now in place and how the Strategy would ensure that this was an area of continual development.</p> <p>MM outlined some his continued thinking around Social Enterprises and how Northwards could make a huge difference in the community. He was keen to see that this Strategy, together with others would contribute to that agenda which had been agreed by the Board at their Away Day in July.</p> <p>Sub-Committee noted the work done to date on the Strategy.</p>	LMcB
8	<p>ICT Services</p> <p>SW presented a summary report outlining recent changes in the IT network and associated systems. The report took Sub-Committee through the key changes and transitions and then began to explore some new options.</p> <p>As part of the report SW explained some of the recent conversations with Civica which would be the subject of a future report in due course.</p> <p>A formal report summarising the costs of the new network against the plan would come back to Sub-Committee as soon as it was available.</p> <p>Sub-Committee noted the update.</p>	JB
9	<p>Performance</p> <p>a) Health and Safety Team Improvement Plan</p>	

	<p>SW took Sub-Committee through the Health and Safety Team Improvement Plan commenting on progress to date and some proposed targets for the new indicators.</p> <p>After a few questions, Sub-Committee noted the progress on actions and approved the targets.</p> <p>b) Equality Actions 2009-10</p> <p>SW took Sub-Committee through an update on the Equality Actions for 2009-10 drawn from all the detailed plans of the organisation.</p> <p>There were five outstanding actions that currently related to the work of Resources Sub-Committee and SW talked Sub-Committee through these.</p> <p>Sub-Committee noted the report.</p>	
10	<p>Inspection Action Plan</p> <p>SW presented the Inspection Action Plan as it related to the Sub-Committee's remit and outlined the key tasks that were due for completion.</p> <p>As at the last meeting only one item was overdue; the review of the Corporate Debt policy which required the engagement of Officers at the Council. MH provided some updated information in relation to the policy from the Council's perspective. It was agreed that this item would be reviewed at the next meeting.</p> <p>Sub-Committee noted the Action Plan.</p>	AF
11	<p>Any Other Business</p> <p>There was no further business for Sub-Committee to consider.</p>	
12	<p>Date of next meeting</p> <p>The next meeting would be on Tuesday 24th November at 5:30pm at Hexagon Tower.</p> <p>With thanks to everyone, the Chair closed the meeting at 6.55pm.</p>	