

	Report to: Northwards Housing Board 11 May 2010	Item No: 9e
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Title:	Board Performance		
Date:	29 April 2010		
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Confidential:	No		
For: (Please tick action required)	NOTING ✓	DISCUSSION	APPROVAL

PURPOSE OF REPORT

The attached report sets out information as to how the Board and Sub-Committees are performing.

RECOMMENDATION

The Board are asked to note this report and agree a solution to the quoracy issues of Sub-Committees.

IMPLICATIONS	
Equality & Diversity:	It is a key part of the Governance arrangements that Equality and Diversity is embedded throughout.
Financial:	None directly
Staffing:	None directly
Decency Target:	None directly
Governance:	The review of performance is a key part of the overall Governance framework.
Risk Assessment:	Not a primary risk area

Equality Impact Assessment	
Function being assessed	Not applicable
Section	
Date of assessment	
Person Responsible for assessment	
Is this a new or existing policy?	
If there are significant implications in terms of equality please append a summary report.	

Consultation/Consideration:

	Yes, No or N/A:	Name:	Date:
Sub-Committees:	No		
Area Panels:	N/A		
Task Groups	N/A		
Ward Councillors:	N/A		

Performance

1. Attendance at **Board** meetings is as follows:

Target 83.3%	2009-10	2008-09	2007-08
Board	73.6%	85.1%	83.3%

This drop in performance is highlighted in the Individual Governance Performance table in appendix 1.

2. Attendance at **Sub-Committees (including Co-optees)** is as follows:

Target 83.3%	2009-10	2008-09	2007-08
HR&E	-	53.8%	56.4%
Customers & Communities (N&QS)	72.5%	59.3%	74.4%
Asset Management (P&P)	69.3%	85.7%	82.5%
Resources (R&A)	54.5%	75.0%	78.6%
Audit	51.8%	-	-

Sub-Committee quoracy has been an issue during the year all Sub-Committees have had some difficulty reaching quorum at some meetings. For all Sub-Committees except Customers & Communities this has been due to non-attendance and often due to late or no apologies being offered.

Customers & Communities (C&C) has the best attendance rate and has a different problem. Appendix 2 shows the current Sub-Committee Members. Due to changes on the Board and the withdrawal of Co-optees counting towards quorum the Sub-Committees are less balanced. We also have 4 Board Members who have opted to attend only 1 Sub-Committee. C&C has only 3 members from two different groups. The quoracy of a Sub-Committee is 3 members from two different groups. Therefore all members must attend to reach quoracy.

In order to address this imbalance it is recommended that as a minimum an Independent Board Member from Resources or Audit Sub Committees changes their Sub-Committee and joins C&C or volunteers to attend an extra Sub-Committee. Alternatively a Tenant Board Member could volunteer do this, although this is more problematic and may create further imbalances. The meeting time and day can be reviewed if this is a barrier to people attending.

Alternatively we will need to do a full review of Sub-Committee Membership and re-allocate membership to effect the balance required.

3. The number of inquorate meetings for the Board and Sub-Committees is as follows:

Target 0	2009-10	2008-09	2007-08
Board		-	-
HR&E	-	1	1
Customers & Communities (N&QS)	-	-	-
Asset Management (P&P)	-	-	-
Resources (R&A)	1	1	1
Audit	1		

4. Other measures in relation to the papers for meetings are as follows:

	2009-10	2008-09	2007-08
Board papers sent out	7 days	7 days	6.0 days
Board papers displayed on website	6 days	6 days	5.2 days

Target is 7 days for each of these performance indicators.

5. In the year 2009-10 the Standards Panel has not met (2008-09 met once, 2007-08 and 2006-07 did not meet).
6. There have been no formal fraud investigations in the year.
7. The Board agreed further Governance Indicators at October 2009 Board Meeting. These will be monitored from April 2010 and reported to Board at each meeting.

Recommendation

The Board are asked to note this report and agree a solution to the quoracy issues of Sub-Committees.

Appendix 1 – Individual Governance Performance

Name	Sub-Ctee		Board		Sub-Committees	
			2009-10	2008-09	2009-10	2008-09
Fatima Adamjee	R	A	50%	83.3%	69.2%	62.5%
Marjan Bazargan	AM		50%	100.0%	88.8%	100.0%
Michelle Carmichael	AM	A	100%	83.3%	100%	100.0%
Rachel Christie	C&C		100%	50.0%	50%	86.7%
Joan Fitzgerald	-	-	66.6%	83.3%	100%	88.2%
Mark Hackett	AM	R	83.3%	83.3%	72.2%	73.7%
Naeem Ul-Hassan	R	A	50%	100.0%	7.7%	33.3%
June Hitchen	-	-	-	50.0%	-	0.0%
David Leah	AM		66.6%	100.0%	80%	76.9%
Martin McKeivitt	R	A	100%	83.3%	76.9%	60.0%
Harvey Norton	-	-	-	50.0%	-	57.1%
Sue Ratchford (A)	AM	C&C	83.3%	83.3%	52.6%	81.3%
Paul Seymour	-	-	80%	100.0%	55.5%	75.0%
Pat Thorpe	-	-	33.3%	-	-	-
Anna Trotman	AM	C&C	83.3%	100.0%	95%	89.5%
Hilary VaughanR	R		0%	-	-	-
Co-optees						
Luke Barnett	AM				100%	-
Helen Blackey	-				-	22.2%
Karen Blakeley	C&C				90%	100%
Michelle Blakeley*	R	A	66.6%		-	-
Joan FitzGerald**	C&C				100%	-
Guy Johnson	R	A			100%	-
Pat Glazebrook	AM				100%	90.0%
Sue Pemberton (advisor)	R				-	25.0%

* Michelle Blakeley is now a full Board Member and therefore will count towards quoracy of Sub-Committees. The performance is reported as Co-optee as this report relates to the period when she was co-optee .

**Joan FitzGerald was not a Board Member for the whole year so part of the year has been reported as a Board Member and part as Sub-Committee Co-optee.

Key to Sub-Committee Abbreviations

AM – Asset Management

R - Resources

A - Audit

C&C - Customers & Communities

Appendix 2 -Sub-Committee Membership March 2010

Quorum 3 – from 2 different groups

Asset Management	Resources	Audit	Customers & Communities
Pat Glazebrook (Chair / Co-optee) Anna Trotman (Vice Chair) Mark Hackett Michelle Carmichael David Leah Sue Ratchford Marjan Bazargan Luke Barnett (co-optee)	Martin McKeivitt (Chair) Mark Hackett Fatima Adamjee Naeem Al Hassan Hilary Vaughan Michelle Blakeley Guy Johnson (co-optee) Sue Pemberton (advisor)	Michelle Carmichael (Chair) Fatima Adamjee Martin McKeivitt Sue Ratchford Naeem Al Hassan Michelle Blakeley Guy Johnson (co-optee)	Joan FitzGerald (Chair / Co-optee) Anna Trotman Sue Ratchford Rachel Christie Karen Blakeley (co-optee)
Lead Officer: Larry Patrick	Lead Officer: Stephen Brown	Lead Officer: Stephen Brown	Lead Officer: Mike Stevens

Make-up of Members

Tenant /Leaseholder 3	Tenant 1	Tenant 3	Tenant 1
Council 2	Council 2	Council 1	Council 2
Independent 1	Independent 3	Independent 2	Independent 0
Total 6	Total 6	Total 6	Total 3

Make-up of Members including Co-optees

Tenant /Leaseholder 4	Tenant 1	Tenant 3	Tenant 3
Council 2	Council 2	Council 1	Council 2
Independent 2	Independent 4	Independent 3	Independent 0
Total 8	Total 7	Total 7	Total 5