

WOLVERHAMPTON FEDERATION OF TENANTS' ASSOCIATIONS CIC

Minutes of the Board Meeting held at 2.00 pm on Tuesday 2nd July 2019 at Coven Lodge, Spring Valley.

Attendance: Margaret Perry, Ann Guest, Dave Cocker, Andrew Slater, Mr Motawalla, Graham Childs, Lal Salter, Jan Lycett (WHs).

- 1. Apologies:** Bob Deacon, John Pemberton, Marie Lane, Gloria Blair Riley.
- 2. Declarations of Interest:** None.
- 3. Minutes of meeting 21st May 2019:** Agreed.
- 4. Matters arising:**
 - Lal said the contract with WCC to be renegotiated in September.
 - She said Cllr Peter Bilson is still the portfolio holder for housing.
 - She said she had emailed Alvina about the meeting in April and read out the response from her.
- 5. Report back from WHs Board meeting on 24th May 2019:**

Jan said The Risk Management Plan and the Community Development Plan were agreed. She thanked Dave for his involvement in the Board interviews. She said the Complaints Policies were agreed. There was a report on the Infrastructure Programme and the Evaluation of Fire Safety Suppression Systems that was noted. There was an update on training and the LEAP programme and a report on Revenue monitoring. She said there was no overspend. The chief Executive announced the sad news of the loss of Mark Darmody.
- 6. Board meeting 5th July 2019:**

Jan said it has been announced by Government that the Housing Green paper will become a White paper in the Autumn. She said there is a report on future Board and Committee structures to ensure they are fit for purpose. They are to review tenant scrutiny. There is a report on Modern Slavery and there was a discussion on how to recognise this and how to report it. She said there are 3 reports for information on Health and Safety, Employment Monitoring and ICT Development. Jan said the IT system replacement will ensure a more user friendly system for those wishing to access services digitally. Mr Motawalla said there are issues with the website and Jan asked him to get involved with refreshing the systems. Jan said they are looking to replace the payment kiosks. She said as there is an aging profile of staff there is an apprenticeship programme to ensure new people are trained up. Jan said that external auditors will be at the next meeting. She said the fleet of repair vans are being replaced. Andrew asked when the next EDSG meeting will be, Jan to make enquiries.
- 7. Minutes of meeting on 11th June 2019:** Agreed.
- 8. Matters arising:**
 - Lal said Melissa has told her the next Delivery Plan meeting is due on 11th September. Lal said she has emailed Bob, Andrew, Marie and Dave about this and how they wish to receive the papers.
 - Lal said she had altered the signatories for the bank account.

- She said she had altered the risk register as agreed.
- She said the articles are on the web site.
- She handed round training information and the Board to get back with proposals.
- She said she had done forms for the directors to be updated at Companies House and had done induction packs for Margaret and Graham and had met with them to go through these.
- She said she had been informed that the director's personal addresses will not be on the public register at Companies House.
- She said PAT testing had been carried out.
- She said she had looked at the Jo Cox website and it was requesting donations. Andrew said that it was not appropriate for the Fed to donate from the grant monies.
- Lal said she had done an article in the Summer newsletter about 100 years of Council Housing.

9. Board members report back from meetings:

- Dave said he is concerned that the tenant scrutiny is being officer led.
- Ann said the last Leaseholder Forum was about fire safety.

10. Finance:

Lal handed round reports for June and the first quarter April to June 2019. These were noted.

11. Correspondence: None.

12. AOB:

- Mr Motawalla asked about details of an event at Heath Town to celebrate Council housing. Lal to make enquiries.