Notice of Meeting

Meeting: Board
Date: Thursday, 25 January 2024
Time: 6.00pm
Venue: Board Room, Soha's Office

Members:

Naomi Barrand	Dave Lakin	Peter Sloman
Janet Crooks	Emma Luddington	Hayley Smith
Victoria Dingle	David Mody	Martyn Thorne
Jenny Ekelund (Chair)	Peter Nkum	Kate Wareing

Papers also sent to:

Matt Archer, Director of Housing and Communities
Lee Hayward, Director of Property Services
Nasreen Hussain, Director of Finance and Resources
Warwick Ainsworth-Parker, Head of Sales and Home Ownership
Craig Dransfield, Head of Development
David Edge, Head of Business Transformation
Penny Finburg, Head of Finance & Treasury
Emma Langstaff, Head of Localities
Katie Legg, Head of HR
Jude McCaffrey, Head of Housing
Richard Smith, Head of Asset Management
Andy Tollett, Head of Repairs and Estates Services
Marisa Elliott, Governance and Regulation Manager / Company Secretary

Observers:

Vic Breach, member of Members' Forum
Debbie Evans, member of Members' Forum
Sam Galley, Estates Officer
Summer Roberts-Clifford, Estates Assistant

Apologies:

You may give your apologies by telephoning 01235 515900 or emailing melliott@soha.co.uk

Agenda Items

Items warranting utmost attention are marked * on the agenda.

Reports

All Board and Committee reports have a green summary sheet which summarise the key points of the report.

Date papers dispatched:

Thursday, 18 January 2024

Marisa Elliott
Company Secretary

Registered Office: 99 Station Road, Didcot OX11 7NN
Registered Number: 28410R

Agenda

1. Apologies for Absence ***6.00pm***

2. Declarations of Interest

To consider any interests that may arise during the meeting.

3a. Approval of Minutes ***6.05pm***

To consider the minutes of the Board Meeting held on 30 November 2023 and authorise the Chair to sign them as a correct record.

3b. Audit and Risk Committee Minutes

To note the minutes of the Audit and Risk Committee meeting held on 10 January 2024

4. Matters Arising Tracker and Wallboard Ideas ***6.15pm***

To note and consider the actions on the tracker

5. Chief Executive's Key Issues ***6.25pm***

To receive a report from the Chief Executive

[***A short written and verbal update on the key issues relevant for the Board's attention]***

6. Future Funding Options ***6.40pm***

To consider a report from the Director of Finance and Resources. We will also be joined by George Flynn from Savills Financial Consultants.

[Confidential report for decision]

7. Risk Appetite 2024 ***7.00pm***

To consider a report from the Chief Executive

[Non-confidential report for decision]

8. Review of Top Risks including Sector Risk Profile 2023 ***7.10pm***

To consider a report from the Chief Executive

[Confidential report for decision and discussion]

9. Soha's Complaints Process *7.20pm*

To consider a report from the Director of Finance and Resources and the Chief Executive

[Non-confidential report for decision & discussion]

10. Budget Variance *7.35pm*

To consider a report from the Director of Finance and Resources

[Confidential report for decision]

11. Performance Report Q3 2023/24 *7.45pm*

This item contains all Executive Team reports about Soha's performance up to 31 December 2023. Questions will be taken together for all reports.

a) **Performance Report – December 2023**

b) **TSM/Acuity Survey Results Q3 2023/24**

[Non-confidential reports for discussion]

Agenda item 12 is for consent. There will be no discussion unless requested.

12. Amendments to Standing Orders including Approval of Terms of Reference for Committees

To consider a report from the Governance and Regulation Manager

[Non-confidential report for decision]

Agenda item 13 is for information only. There will be no discussion unless requested.

13. Code of Conduct – Housing of Employee's Relatives

To receive reports from the Director of Housing and Communities

[Confidential reports for information]

Other Business

14. Any Other Business *8.00pm*

To consider, at the Chair's discretion, any other business not covered as part of the agenda

15. Date of Next Meeting

The date of the next Board meeting will be **Thursday, 29 February 2024 at 6.00pm** in the Board Room at Soha's office.

Please note the drop-in session with members of SLT to discuss any reports on the agenda, James Rudge for any IT training queries and Caius Galliers for any IT technical requirements is between **5.00 and 6.00pm** in Meeting Room 2.