Notice of Meeting

Meeting: Board
Date: Thursday, 25 July 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
Nasreen Hussain, Director of Finance and Resources
Andy Tollett, Interim Director of Property Services
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
Marisa Elliott, Governance and Regulation Manager / Company Secretary
Vic Breach, Soha Scrutiny Group
Sonia Brooks, Soha Scrutiny Group

Observers:

Mark Goldring
Philippa Gould, member of Members' Forum

Apologies:

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

Agenda Items

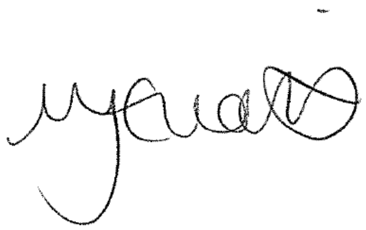
Items warranting utmost attention are marked * on the agenda.

Reports

All Board and Committee reports have a title page which summarises the key points of the report.

Date papers dispatched:

Thursday, 18 July 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.

3. Scrutiny Group Review on the Localities Model ***6.05pm***

To consider the report by the Scrutiny Group. We will be joined by Vic Breach and Sonia Brooks who will be presenting the findings on behalf of the Scrutiny Group.

[Non-confidential report for discussion]

4a. Approval of Minutes ***6.20pm***

To consider the minutes of the Board Meeting held on 23 May 2024 and authorise the Chair to sign them as a correct record.

4b. Audit and Risk Committee Minutes

To note the minutes of the Audit and Risk Committee meeting held on 3 July 2024.

4c. Personnel and Remuneration Committee Minutes

To note the verbal minutes of the Personnel and Remuneration Committee meeting held on 24 June 2024.

5. Matters Arising Tracker and Wallboard Ideas

To note and consider the actions on the tracker

6. Chief Executive's Key Issues **6.30pm**

To receive a report from the Chief Executive

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

7. Approval of Soha's New Chair of the Board **6.45pm**

To consider a report from the Governance and Regulation Manager.

[Confidential report for decision]

8. Annual Treasury Plan 2024/25 (inc new loan facilities) ***6.50pm***

To consider a report from the Director of Finance and Resources. We will be joined by our Treasury Advisor from Savills

[Confidential report for decision]

9. Governance Arrangements for the In-House Contractor 7.00pm

To consider a report from the Director of Finance and Resources and the Governance and Regulation Manager.

[Confidential report for decision]

10. Annual Report of the Audit & Risk Committee for the Year Ended 31 March 2024 7.20pm

To consider a report from the Chair of the Audit and Risk Committee

[Confidential report for decision]

11. Statutory Accounts for the Year Ended 31 March 2024 7.25pm

To consider a report from the Head of Finance and Treasury

[Confidential report for decision]

12. Amendment to Soha's Rules 7.35pm

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

[Confidential report for decision]

13. Annual Review of Communities Strategy 7.40pm

To consider a report from the Director of Housing and Communities

[Non-confidential report for discussion]

14. Performance Report Q1 2024/25 7.50pm

This item contains all Executive Team reports about Soha's performance up to 30 June 2024. Questions will be taken together for all reports.

a) **Performance Report – June 2024**

b) **TSM/Acuity Survey Results Q1 2024/25**

[Non-confidential reports for discussion]

15. Update on Complaints Process and Proposal for Stage 2 Panel Composition **8.00pm**

To consider a report from the Complaints Manager

[Confidential report for decision]

16. Development Update **8.10pm**

To consider a report from the Head of Development

[Confidential report for decision]

Agenda item 17-18 is for consent. There will be no discussion unless requested.

17. Review of Top Live Risks **8.20pm**

To consider a report from the Chief Executive

[Confidential report for decision]

18. Annual Statement of Regulatory Compliance 2023/24

To consider a report from the Governance and Regulation Manager

[Non-confidential report for decision]

Agenda items 19-21 are for information only. There will be no discussion unless requested.

19. Annual Review of the Assets and Liabilities Register

To receive a report from the Head of Finance and Treasury

[Non-confidential report for information]

20. Annual Review of the Personnel and Remuneration Committee

To receive a report from the Chair of the Personnel and Remuneration Committee

[Non-confidential report for information]

21. Business Continuity Framework

To receive a report from the Director of Finance & Resources

[Non-confidential report for information]

Other Business

22. Any Other Business 8.20pm

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

23. Date of Next Meeting

a) The date of the next meeting will be the AGM on **Thursday, 5 September 2024** at 6.00pm at Harwell Village Hall, High Street, Harwell, Oxon OX11 0EX

b) The date of the next Board meeting will be **Thursday, 26 September 2024** at 6.00pm currently via MS Teams. Please note the drop-in session with SLT is between 5.00 and 6.00pm in Meeting Room 2 to discuss any reports on the agenda. If you have any IT training or technical requirements, please let me know.