Notice of Meeting

Meeting: Board
Date: Thursday, 23 May 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:

Clive Jepson, 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 green summary sheet which summarise the key points of the report.

Date papers dispatched:

Thursday, 16 May 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 Meetings held on 29 February and 27 April 2024 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 6 March 2024.

3c. Personnel and Remuneration Committee Minutes

To note the E-Decision minutes of the meeting held on 7 March 2024 and the minutes of the meeting held on 8 May.

4. Matters Arising Tracker and Wallboard Ideas ***6.20pm***

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. Corporate Plan 2025-30 Update and Next Steps ***6.40pm***

To consider a report from the Head of Localities. Bethany Eckley will also be joining the meeting for this item.

[Non-confidential report for decision]

* **7. New Loan Facility** ***7.00pm***

To consider a report from the Director of Finance and Resources. We will also be joined from Gary Grigor and Charlotte Ingram from Devonshires.

Please note that the legal documents will be uploaded separately to BoardEffect for information. The salient points are included in the cover report.

[Confidential report for decision]

* **8. Group Business Plan 2024/25** ***7.10pm***

To consider a report from the Director of Finance and Resources

[Confidential report for decision]

9. Global Accounts 2023 ***7.30pm***

To consider a report from the Director of Finance and Resources

[Non-confidential report for discussion]

10. Partnerships and Mergers Annual Review ***7.40pm***

To consider a report from the Chief Executive

[Confidential report for decision]

11. Transition to In-House Contractor Model – Project Plan Update ***7.50pm***

To consider a report from the Head of Repairs and Estates Services

[Confidential report for discussion for Board members only]

12. Performance Reports 2023/24 ***8.00pm***

This item contains all Executive Team reports about Soha's performance during 2023/24. Questions will be taken together for all reports.

a) **Performance Report – March 2024**

b) **Acuity Comparable Performance 2023/24**

c) **Notification and Explanation of 2023/24 Repair and Void Budget Overspend**

d) **End of Year 3 - Delivery against Corporate Plan Action Plan**

e) **GDPR Performance 2023/24**

[Non-confidential reports for discussion]

13. Complaints Performance 2023/24 and Compliance with Complaints Handling Code ***8.20pm***

To consider a report from the Complaints Manager

[Non-confidential report for discussion/decision]

14. **Health and Safety – 6 Month Update** ***8.25pm***

To consider a report from the Head of Repairs and Estates Services

[Non-confidential report for discussion]

15. **Customer Service and Engagement Update** ***8.30pm***

To consider a report from the Director of Housing and Communities

[Non-confidential report for discussion]

Agenda items 16-17 are for consent. There will be no discussion unless requested.

16. **Soha's Revised Code of Conduct and Associated Policies**

To consider a report from the Governance and Regulation Manager

[Non-confidential report for decision]

17. **Extension to Power of Attorney with Capsticks**

To consider a report from the Director of Finance and Resources

[Confidential report for decision]

Agenda items 18-19 are for information only. There will be no discussion unless requested.

18. **Development Update**

To receive a report from the Head of Development

[Confidential report for information]

19. **Code of Conduct – Housing of Employee and Employee's Relatives**

To receive reports from the Director of Housing and Communities

[Confidential reports for information]

Other Business

20. Any Other Business ***8.35pm***

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

21. Date of Next Meeting

The date of the next Board meeting will be **Thursday, 25 July 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 is between 5.00 and 6.00pm in Meeting Room 2. If you have any IT training or technical requirements, please let me know by 12 noon on Wednesday, 24 July and I will ensure the relevant colleague is available to assist.