Notice of Meeting

Meeting: Board
Date: Thursday, 28 November 2024
Time: 6.00pm
Venue: Via Teams

Members:

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

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
Glenn Loftus, Head of Asset Management
Jude McCaffrey, Head of Housing
Marisa Elliott, Governance and Regulation Manager / Company Secretary

Observers:

Debbie Evans, Members' Forum
Sarah Simmonds, 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, 21 November 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 ***6.20pm***

To consider the minutes of the Board Meeting held on 26 September 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 2 October 2024.

3c. Personnel and Remuneration Committee Minutes

To note the verbal minutes of the Personnel and Remuneration Committee meeting held on 14 November 2024.

4. Matters Arising Tracker and Wallboard Ideas

To note and consider the actions on the tracker

5. 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]***

6. Key questions for Board early input as we develop the Asset Management Strategy ***6.45pm***

Paper attached to inform discussion from the Property Services Director

[Confidential report for discussion]

7. **Rent Changes from April 2025** ***7.05pm***

To consider a report from the Director of Finance & Resources

[Confidential report for discussion/decision]

8. Barclays Covenant Amendment ***7.15pm***

To consider a report from the Director of Finance and Resources

[Confidential report for decision]

9. **Repairs Budget 2024/25 Increase Request** ***7.20pm***

To consider a report from the Director of Property Services

[Confidential report for decision]

10. **Customer Service and Engagement Update** ***7.30pm***

To consider a report from the Director of Housing and Communities

[Non-confidential report for discussion]

11. **Performance Report Q2 2024/25** ***7.40pm***
This item contains all Executive Team reports about Soha's performance up to 30 September 2024. Questions will be taken together for all reports.

a) **Performance Report – September 2024**

b) **TSM/Acuity Survey Results Q2 2024/25**

c) **Progress against the Corporate Plan for 2024/25**

[Confidential reports for discussion]

12. **Review of Key Governance Documents 2024** ***7.55pm***

To consider a report from the Governance and Regulation Manager

[Non-confidential report for decision/information]

Agenda items 13 are for consent. There will be no discussion unless requested.

13. **SP06 Data Protection Policy** ***8.00pm***

To consider a report from the Governance and Regulation Manager

[Non-confidential report for decision]

Agenda items 14-16 are for information only. There will be no discussion unless requested.

14. **2024 Employee Engagement Survey** ***8.00pm***

To consider a report from the Head of HR

[Non-confidential report for information]

15. Health & Safety Update

To receive a report from the Director of Property Services

[Confidential report for information]

16. Complaints Handling – 6 month review

To receive a report from the Complaints Manager

[Confidential report for information]

Other Business

17. Any Other Business ***8.10pm***

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

18. Date of Next Meeting

The date of the next Board meeting will be **Thursday, 30 January 2025** at **6.00pm** in the **Board Room** at Soha's office. 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.