

**SUMMARY OF BOARD MEETING**  
**18<sup>th</sup> March 2009**

<p>In Attendance Board: David Felix (Chair), Dave Merrill, Norman Lloyd, Marie Wright, Steve License, Ann Macfarlane, Judith Winterbourne, Margaret Walsh, Sheila Large, Stef Nelson, John Swain, Bob Gilligan</p>	<p>Apologies Board: Margaret Ratcliffe, Helen Bushell</p>
<p>In Attendance HHT: Nick Atkin, Noel Sharpe, Neil McGrath, Katie Hamlett, Allia Khan (part meeting), Linda Levin (part meeting), Sue Smith (part meeting)</p>	<p>Apologies HHT: None</p>
<p>In Attendance External: Paul Johnson, 3DKS</p>	

Subject	Key Issues
<p>Inspection Action Plan Update</p>	<ul style="list-style-type: none"> <li>• Board agreed to delegate authority to the Chair and Chief Executive to approve the submissions of the IAP for the 3 remaining recommendations of customer focus, diversity and asset management</li> </ul>
<p>Equality and Diversity Strategy</p>	<ul style="list-style-type: none"> <li>• This is the first Strategy to be produced under the new Corporate Plan 2009-12</li> <li>• Board approved the Equality and Diversity Strategy for 2009-12 and the associated action plan</li> <li>• Board approved the revised lead responsibilities for the Equality and Diversity Strategy and the action plan</li> </ul>
<p>CBL Sub Regional Lettings Scheme Framework Options</p>	<ul style="list-style-type: none"> <li>• Board confirmed its support for the recommended Choice Based Lettings framework option. This entails one partner organisation in each local authority area delivering CBL on behalf of each partner</li> <li>• Board confirmed its support for the proposal that the Trust</li> </ul>

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	should offer to deliver CBL on behalf of partners in Halton
New Generation Group Procurement	<ul style="list-style-type: none"> <li>• Board noted the objectives and proposed actions for the New Generation Group</li> <li>• Board noted and approved the principles of the Non-Constitutional Alliance and the Trust's formal sign up to these</li> <li>• Board agreed the initial budget allocation of £15,000 for set up costs</li> <li>• Board agreed that a monitoring report on the Group's activity including a financial summary is reported to Board annually.</li> </ul>
Budget 2009/10, Company Score Indicators and Business Plan Update	<ul style="list-style-type: none"> <li>• Board agreed the Budget for FY2009/10 and the update Business Plan</li> </ul>
Governance Review	<ul style="list-style-type: none"> <li>• Board approved the job description and person specification for the role of Chair</li> <li>• Board approved the constituency of the Recruitment Panel for the recruitment of the new Chair.</li> <li>• Board approved 2 stage recruitment process for the new Chair</li> <li>• Board agreed that any applicants from Stage 1 who the Panel feel are possibly suitable for the role can also be included in Stage 2 of the process</li> </ul>
Membership Policy Review	<ul style="list-style-type: none"> <li>• Board approved the deferment of the Membership Policy Review</li> </ul>
Schedule 1 Declarations	<ul style="list-style-type: none"> <li>• Board approved the use of the appropriate general exemptions made by the TSA to Schedule 1 of the Housing Act 1996 where Board Members and employees have made declarations qualifying for exemption</li> </ul>
Self Assessment Compliance Statement 6 Monthly Update	<ul style="list-style-type: none"> <li>• Board noted progress made against the SACS submitted in</li> </ul>

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	July 2008 <ul style="list-style-type: none"> <li>Board approved in principle the format of the SACS submission for 2009</li> </ul>
Future Relationship Between HHT and Halton Direct Link	<ul style="list-style-type: none"> <li>Board noted the contents of the report and approved the action plan to undertake a fundamental review of the SLA with the Council's Halton Direct Link</li> </ul>
Community Sponsorship Funding	<ul style="list-style-type: none"> <li>Board agreed to award £5,000 to Heath Rangers JFC for an Under 10s European Football Tournament in May 2009 in Spain. This is with the condition that the Trust continues as the main team sponsor for seasons 2009-11 and this award includes the financial support for this period</li> <li>Board agreed to award £4,500 to Halton Lodge Primary School, Runcorn for the creation of an African village in the school grounds</li> </ul>
Disposals Policy	<ul style="list-style-type: none"> <li>Board approved the disposal of a small plot of land at 33 Halton View to the current customer at the valuation amount. This was subject to the customer paying the conveyancing &amp; valuation costs incurred by the Trust for this sale</li> <li>Board approved the Disposals Policy for implementation with immediate effect</li> </ul>
Property Buy Backs	<ul style="list-style-type: none"> <li>Property Buy Back Policy to be revisited in light of outcomes from ongoing grant funding application and presented to Board at their meeting on 20<sup>th</sup> May 2009</li> </ul>