

Board Update

October 2011.

V2C's board met on Tuesday 4th October at the Bryncethin offices.

Local Tenant Participation Strategy

Steve Curry (Community Regeneration Manager) and *Marie Kiff* (Customer Engagement Officer) gave a presentation to the Board on the work undertaken to review customer engagement across the business and how this had fed into drafting the revised Local Tenant Participation Strategy (LTPS). The draft LTPS is currently out for consultation and is due to be submitted to the Welsh Government by the end of October.

Employment Policy Reviews

The Board reviewed and approved two employment-based policies.

Sue Jones (Health & Safety Officer) presented the revised Alcohol & Drug Policy to the Board explaining that the policy was part of V2C's strategy to safeguard the health, safety and well-being of individuals and that the majority of changes to the policy had been made to clarify areas of confusion. The major change to the revised policy however, was that the consumption of alcohol at any time during the working day (including lunchtime) is now prohibited and that the organisation will not provide alcohol at any events it organises, nor reimburse expenses for alcoholic drinks.

Claire Murphy (Head of Corporate Services) presented the revised Reward Framework Policy to the Board. This policy had been reviewed following an Internal Audit report that had recommended that the two separate policies for Trades and Office staff be combined into one. The only addition to the Reward Policy was the introduction of a modest Organisational Reward allowing staff to receive recognition for the success of the business as a whole rather than the efforts of an individual or team.

Sale of Land

Under a Confidential Item the Board approved the sale of a small plot of surplus land that will raise a reasonable sum of money for V2C as well as contributing to a wider community project to benefit the area.

Welsh Language Scheme

The Board had approved its new draft Welsh Language Scheme at the July meeting and *Stephen Cook* (Chief Executive) advised the Board of the feedback V2C had received from the Welsh Language Board. Only minor amendments had been required to both the Scheme itself and our Action Plan and the Board approved the final documents. These will now be translated into Welsh and submitted to the Welsh Language Board for formal approval.

Board Approvals

Two other items were presented to the Board for approval, and these were:

- Use of the company seal for contracts signed
- Minutes of the previous meeting.

Items for Information

The Board received four reports for information.

Alun Rawlins (Finance Director) submitted an update to the Board on the annual renewal of our Insurance Policies. Overall premiums for the policies had remained the same, apart from where we had sought to increase the level of cover. The premiums are within the approved budget level and for 2011/12 total £453,300.

Stephen Cook (Chief Executive) introduced two reports that showed performance against the key indicators in the Strategic Plan and the performance of the in-house repairs service for the first three months of the year. Similar reports (but with the half-year figures) will be made to the November Board meeting for discussion.

Alun Rawlins (Director of Finance) presented the first quarter Management Accounts to the Board. The only matter he drew to the Board's attention was an 'overspend' on planned maintenance due to the completion of some large contracts but the Board was assured that by the half year point expenditure should be back in line with the approved budget.

The meeting lasted approximately two and a half hours and finished at 8.30pm.