



**Tristar Homes Limited
Board Meeting
16 November 2007**

PRESENT:

BOARD DIRECTORS

John McDougall (Chair)
Vera Walker (Vice Chair)
Cllr Steve Nelson (Vice Chair)
Jackie Robinson
Denise Mason
Paul Harrison
Charlie Hughes
Cllr Bob Gibson
Cllr Bill Woodhead
Geoff Lee
Cllr Tina Large
Cllr Julia Roberts
Steve Boyd

OFFICERS AND ADVISORS:-

John Taylor	Finance Director & Company Secretary
Dave Pickard	Housing Management Director
Linda Minns	Support Services Associate Director
Sheila Pearson	Governance Officer (Minutes)
Paul Diggins	SBC Policy and Performance Manager

1. APOLOGIES

Allan Kelley, Cllr Allison Trainer, Mohamed Shauq, Stan Irwin

2. DECLARATIONS OF INTEREST

Stockton on Tees Borough Council Representative Board Directors present declared a personal interest as a member of the local authority in respect of items on the agenda relating to Council business and issues. Tenant Representative Board Directors present, declared a personal interest due to the beneficial interest in their property in respect of items on the agenda relating to tenancy and housing stock issues.

3. MINUTES OF MEETING HELD ON 19 OCTOBER 2007 AND MATTERS ARISING

The minutes of the meeting held on 19 October 2007 were accepted as a true record and signed by the Chairman. There were no matters arising.

4. PROPOSED CHANGE TO THE COMPANY'S MEMORANDUM OF ASSOCIATION

The Board received a report from the Finance Director and Company Secretary regarding an additional clause to the Company's current Memorandum of Association, as it does not permit the Company to provide services outside the Stockton on Tees Borough, other than to public bodies. At the Audit Committee meeting of 24 October 2007 it was agreed to recommend to the Board that the written resolution be added to the Company's Memorandum of Association.

Resolved: That the Board authorised the written resolution be added to the Company's Memorandum of Association.

5. DELEGATION OF AUTHORITY TO PAID STAFF

The Board received a report from the Finance Director and Company Secretary which recommended a change to the Company's Delegation of Authority to Paid Staff, in regard to submission of tenders. He advised that the entire document was reviewed at the Audit Committee on 27 June 2007 and therefore only the amended section was included.

Following discussion around tendering and that it does not cover negotiating rather than tendering, it was agreed to change the wording to "procuring" not "tendering". Section F36 of the Scheme of Delegation will also be amended to show Finance Director in consultation with either the Housing Management Director or Director of Technical Services.

Resolved: That the Board approved the proposed changes to the Scheme of Delegation.

6. FEEDBACK FROM BOARD DROP IN SESSION HELD ON 2 NOVEMBER 2007

A Board Drop In Session was held on 2 November 2007 which included a presentation by Lesley Gibson of North Tees Women's Aid detailing the work that the organisation does with funding from Tristar and other

organisations. Feedback from Board Directors present showed that this was a very informative session, and Board Directors were invited to a site visit to their outreach offices and refuge.

Resolved:

- 1) That the Board noted the commitment of both Tristar Homes and North Tees Women's Aid to reduce the incidence of domestic abuse in Stockton Borough
- 2) That the Board noted that the working relationship between Tristar and North Tees Women's Aid is beneficial in delivering a holistic approach to customers experiencing domestic abuse.
- 3) That the Board recognised the value of this approach and are mindful of its' successes when agreeing future budgets.

7. MINUTES OF TRISTAR STRATEGIC FORUM HELD ON 2 NOVEMBER 2007

The minutes of the Tristar Strategic Forum held on 2 November 2007 were presented for information.

Councillor Gibson queried whether tenants were being advised on all of the available options. The Managing Director confirmed the Council had separately employed an Independent Tenant Advisor to consider all the options and that Savills would be looking into the legal options available to the Authority.

Charlie Hughes stated that financial issues and implications are not just considered post-ballot, as worded in the minutes.

Resolved: That the Board accepted the minutes of the Tristar Strategic Forum held on 2 November 2007 for information.

8. MINUTES OF FINANCE AND PERFORMANCE COMMITTEE HELD ON 30 OCTOBER 2007

The minutes of the Finance and Performance Committee held on 30 October 2007 were presented and those Committee members present were asked to approve them. A correction was made under Item 5, re Capital Monitoring, second paragraph, should read – "leading to an overspend" (minuted as "underspend")

Resolved: That the Finance and Performance Committee members present accepted the minutes of 30 October 2007 as a true record with the correction being made under item 5.

9. MINUTES OF AUDIT COMMITTEE HELD ON 24 OCTOBER 2007

The minutes of the Audit Committee held on 24 October 2007 were presented and those Committee members present were asked to approve them.

Resolved: That the Audit Committee members present accepted the minutes of 24 October 2007 as a true record.

10. MINUTES OF HR COMMITTEE HELD ON 23 OCTOBER 2007

The minutes of the HR Committee held on 23 October 2007 were presented and those Committee members present were asked to approve them.

Resolved: That the HR Committee members present accepted the minutes of 23 October 2007 as a true record

11. MINUTES OF OPERATIONS COMMITTEE HELD ON 19 OCTOBER 2007

The minutes of the Operations Committee held on 19 October 2007 were presented and those Committee members present were asked to approve them.

Resolved: That the Operations Committee members present accepted the minutes of 19 October 2007 as a true record.

12. ANY OTHER BUSINESS

None.