

**TAFF HOUSING ASSOCIATION**  
**BOARD BRIEFING**  
**3<sup>RD</sup> SEPTEMBER 2015**

<b>AGENDA ITEM</b>		<b>OUTCOME</b>
<b>15.104</b>	Board Member Appraisal	Members carried out a whole Board appraisal exercise in groups, in preparation for the annual governance session in November.
<b>15.107</b>	Matters Arising/BM Feedback	Noted
<b>15.108</b>	Adore Update	The agency remains slightly below target this month. Board members were advised of plans in place to attract more landlords, and of the properties in the pipeline.
<b>15.109</b>	Health & Safety Annual Review	Members noted changes in responsibilities for Legionella, CDM and other areas in maintenance and development. They were asked to fill out questionnaires on their duties in relation to 'Leading Health & Safety' (following guidance issued by HSE)
<b>15.110</b>	Write off of irrecoverable debts	Members agreed to write off a total of £16,658. Staff acknowledged a lapse in the management of one of the cases and assured Board that procedures were tighter now.
<b>15.111</b>	Approved Development Contractors	Two new development contractors were added to the list as an interim measure. A full review of the list will take place next year.
<b>15.112</b>	Use of Company Seal	Approved
<b>15.113</b>	Chief Executive's Report	Members were briefed on the meetings which took place over the summer with CHC and WG. Ian Hibble, the Regulation Manager, advised Members he had made several visits to the Association and had met with a range of staff. He thanked staff for their welcome and co-operation.
<b>15.114</b>	Performance Report: Development	Updates were received on the developments currently on site – Canton Police Station is now due before Christmas, and the Church site is due to complete next summer. Plans are on-going on a further site, which has been approved for purchase. Pipeline sites were noted. We are on target for 200 homes by 2017.
<b>15.115</b>	Business Critical Indicators	Noted, including exceptions, for which explanations were accepted.
<b>15.116</b>	Any Other Business	None