

THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA TENANT MANAGEMENT ORGANISATION LIMITED

BOARD MEETING 31 MARCH 2016

RESOLUTIONS

Agenda item no.	Report name	Action	Resolution	Approve Y/N
3.	Minutes of meeting on 4 January 2016 (Open)	Decision	To agree and approve the minutes as written	
4.	Performance report & KPI targets 2016/17	Information & Decision	To note the strategic performance indicators and agree and approve the 2016/17 KPI targets	
5.	Housing Energy Strategy	Decision	To agree to and approve the Energy Strategy and Action Plan	
6.	Water Management Policy & Procedure	Decision	To agree and approve the Water Management Policy and Procedure	
7.	Minutes of meeting on 4 January 2016 (Confidential)	Decision	To agree and approve the minutes with the following amendments: <ul style="list-style-type: none"> 8.4 'raised' to replace 'raided' 7.2 '£19.8m' to replace '£19.8k' and '£19.5m' to replace '£19.5k' 	
8.	Matters arising	Information	Item 3 - date by when to be amended to later in the year. Item 6 - to be reviewed by the Executive and reported back to the Board in July. To note the report with the above change and action	
9.	Chief Executive's report	Information	To note the contents of the report	
10.	Grenfell Tower Review	Decision	To note the contents and agree to approve the following: <ol style="list-style-type: none"> The names and addresses of all those attending public meetings should be recorded and minutes taken of each meeting for future reference where applicable; Where projects span over 12 months in duration the initial resident profile survey information is repeated on a six monthly basis. This would help to ensure that any additional needs that have not been identified at the beginning of the project are identified; Where residents have language requirements and have chosen to use family members to help translate then this information should be recorded and signed off in order to help ensure that if the family member is not available then translation services can be provided; A procedure is drafted to outline the different stages involved in gaining access. In future projects this procedure could then be sent to only those residents that were not cooperating to avoid any misunderstanding and to ensure that due processes are always followed; That the full report be shared with RBKC. 	

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11.	Group Budget Monitoring	Information	To note the report	
12.	Capital Programme update	Information	To note the report	
13.	Contract Award Approvals: i. External Decoration ii. Lifts' Renewal	Decision	<p><u>External Decoration</u> To:</p> <ul style="list-style-type: none"> i. Note the allocations of £6.75m capital and £3m revenue from 2016/17 Capital and Revenue budgets to undertake external decorations and repairs to communal areas; ii. Agree and approve works orders between the Company and Wates Living Space Limited for external works to be undertaken in the North Area of the Borough for the sum of £5,260,185 (inclusive of fees); iii. Agree and approve works orders between the Company and Keepmoat Regeneration Limited in respect of external works to be undertaken in the South Area of the Borough for the sum of £5,646,430 (inclusive of fees); iv. Authorise any two Executive Directors or an Executive Director and the Company Secretary to execute all and any task orders in respect of external works to be entered further to the contract of works by and between the Company, Keepmoat Regeneration Limited and Wates Living Space Limited respectively, for and on behalf of the Company. <p><u>Lift Renewal</u> To:</p> <ul style="list-style-type: none"> i. Let the 2016/17 and 2017/18 Lift Renewal contract to Guideline Lift Services Limited for a contract sum of £3,490,813 (inclusive of fees); ii. Authorise any two Executive Directors or an Executive Director and the Company Secretary to execute the contract of works by and between the Company and Guideline Lift Services for and on behalf of the Company. 	
14.	RD Board Appointment	Decision	To agree to the appointment of Paul Mains as a non-executive director of the subsidiary and Chairman of the board of directors of the subsidiary with effect from the date of the meeting.	
16.	Committees' Update	Information	To note the draft minutes of the Operations Committee of 28 January 2016	
17.	Subsidiary Update	Information	To note the minutes of the Repairs Direct Board meeting of 6 December 2015	

Signed:

Date:

Print name: