

| Hoople Board | |
|--|--|
| Friday, 14 February 2025 | |
| 10.00am – 12.00pm – Boardroom 2, Auxilium House | |
| Chair: | Hilary Hall (HH) – Hoople Director (Herefordshire Council) |
| Board Members: | Nicola Twigg (NT) – Hoople Director (Wye Valley Trust) Tracey Sampson (TS) – Hoople Director (Herefordshire Council) |
| Hoople Officers: | Audrey Clements (AEC) – Chief Executive Officer Mark Aldsworth (MA) – Head of Buildings Operations Simon Mortimore (SM) – Head of Information Technology Daley Jones (DJ) – Head of Training & Education Lisa Yates (LY) – Head of HR and OD Helen Worth (HW) – Company Secretary |
| Apologies: | Andrew McLean (AMcL) – Hoople Director (Lincolnshire County Council) Stephen Weller (SW) – Head of Hoople Care |

| | Item |
|----------|--|
| 1 | Apologies |
| 1.1 | Apologies received from Stephen Weller and Andrew McLean. |
| 2 | Declarations of Interest |
| 2.1 | There were no declarations. |
| 3 | Minutes, Action and Matters Arising |
| 3.1 | The minutes of The Board meeting held on 18 November 2024 were approved as an accurate recording of the meeting. |
| 3.2 | The Board acknowledged the updates against the actions and agreed the remaining actions were complete or as part of the agenda. |
| 4 | Appointment of the External Auditors |
| 4.1 | The Board approved the extension by 1 year |
| 5 | Hoople Performance |
| 5.1 | AEC shared Hoople has become a strategic member of the Herefordshire and Worcestershire Chamber of Commerce and that DJ's role has been reshaped to focus on the growth agenda. A summary of the sub-committee meetings was shared. AEC updated on the forecast outturn position for the financial year 24-25, the debt and cash flow. |

| | |
|-----------|--|
| 5.2 | NT reflected positively on the managed cash position since purchasing the property. |
| 5.3 | SM updated on the successful completion of the Wide Area Network (WAN) procurement, accessing NHS grants, delivering savings and improved connectivity. |
| 5.4 | NT asked about the schools' review in HR, LY explained a review of delivery processes. TS suggested a business opportunity. LY keen to develop employee skills in this area. |
| 5.5 | AEC reported on improvements in Care recruitment and confirmed service specifications have been received. TS asked about the trend in recruitment improvements. |
| 5.6 | DJ shared there has been sustained growth in the foundation learning programme, and that an additional safeguarding lead has been appointed. DJ also shared the success of the leadership and management course funded by grant income that has attracted a wide pool of delegates across Herefordshire. |
| 5.7 | MA updated on the demobilisation of the public rights of way team. AEC updated on the above average performance of the Housing Benefits recovery team compared to the national position. |
| 6 | Draft Business Plan and Budget |
| 6.1 | AEC shared the draft business plan for 25-26. |
| 6.2 | AEC talked through the draft budget setting for 25-26, sharing the assumptions. |
| 7 | Risk Assurance |
| 7.1 | HW presented the new Board assurance template. The Board liked the format. |
| 8 | Business World Contractual Arrangements |
| 8.1 | SM explained the item was originally to seek approval for a joint contract which would require Board approval and this will now be deferred to a future meeting. |
| 9 | Appointment of the Chair of The Board |
| 9.1 | Nicola Twigg will chair The Board for 12 months. |
| 10 | Forward Plan |
| 10.1 | The Board acknowledged the forward plan. |
| 11 | Any Other Business |

➤ **Communications and Announcements**

No communications to share

➤ **Date of Next Meeting**

26 March 25 – 11.30am – 1.30pm – Auxilium House