

MINUTES OF THE 668TH MEETING OF THE NORTHERN IRELAND HOUSING EXECUTIVE HELD ON WEDNESDAY 22 FEBRUARY 2017 AT 10 AM IN THE BOARDROOM, THE HOUSING CENTRE, 2 ADELAIDE STREET, BELFAST

The Chairman requested all present to switch their mobile devices to silent.

	<p><u>PRESENT</u></p> <p>Professor P Roberts Interim Chair Mr G Lomax Interim Vice-Chair Councillor C Elattar Alderman B Keery Councillor H Legge Councillor P Brett Mr K Millar Mr J McCall Mr D Wilson</p>
	<p><u>IN ATTENDANCE</u></p> <p>Mr C Bailie Chief Executive Mrs C McFarland Director of Finance Mr G Flynn Director of Housing Services Miss S McCauley Director of Regional Services Mr P Isherwood Director of Asset Management Mr J Blease Head of Communications & Secretariat Mr P Lowe Assistant Director, Corporate Services Mr D Lamb Assistant Director (Corporate Accounting) Ms H Carty Assistant Director (Financial Support Services) Mr P Craig Contracts Claims Manager Mrs K Smyth Secretariat Manager Ms N McArdle Graduate Employment Mentoring (GEMS) Ms R Miskelly Graduate Employment Mentoring (GEMS)</p>
	<p><u>APOLOGIES</u></p> <p>Apologies were noted from Mr T McCartney, Director of Corporate Services</p>
1.	<p><u>DECLARATION OF INTERESTS</u></p> <p>None received.</p>
2.	<p><u>WELCOME</u></p> <p>The Interim Chair welcomed Naoimh McArdle and Rebecca Miskelly, interns from the Graduate Employment Mentoring (GEMS) Programme, their attendance in compliance with the essential criteria associated with the Chartered Institute of Housing Assessment.</p>

		<u>Action</u>
3.	<u>MINUTES / MATTERS ARISING / MATTERS BROUGHT FORWARD</u>	
3.1	<p>Minutes of the 667th Board Meeting held on Wednesday 25 January 2017 - Paper No. 668/3(1)</p> <p>The new consolidated format for Board Minutes was welcomed by all present, proceedings reflected in the order considered with sensitive commercial/personal items identified in pink.</p> <p><u>RESOLVED</u> - unanimously, that the circulated Minutes be approved and signed as an accurate record by the Chairman.</p>	INTERIM CHAIR
4.	<u>INTERIM CHAIRMAN'S BUSINESS</u>	
a.	<p>The Interim Chair briefed the Board on the following matters.</p> <p>Interim Vice-Chair</p> <p>Mr Greg Lomax was congratulated by the Interim Chair and Board Members on his successful appointment to the role of Interim Vice-Chair.</p>	
b.	<p>Retirement of Deputy Secretary, DfC</p> <p><u>AGREED:</u> the Board to issue a letter to Andrew Hamilton, Deputy Secretary, to mark his forthcoming retirement (24 March 2017) following 37 years of service.</p>	INTERIM CHAIR
c.	<p>QUB Public Board Mentoring Scheme</p> <p><u>NOTED:</u> the Interim Chair had confirmed his participation in the above scheme aimed at informing students on the work of public bodies. It was anticipated the scheme would launch following Easter.</p>	INTERIM CHAIR
d.	<p>The Boardroom Apprentice</p> <p>The former Chair, Donald Hoodless, had agreed in principle for the Housing Executive to be a Host Board in the above initiative, aimed at creating a diverse pool of capable Board read non-Executive Directors.</p> <p><u>AGREED:</u> approval to participate in the above 12 month initiative, with the undernoted 3 Board Members being nominated as Board 'Mentors' (if required). Further details would be rolled out in due course and the scheme launch was anticipated to be early in the new financial year.</p>	SEC.

		Action
e.	<ul style="list-style-type: none"> Mr Derek Wilson Councillor Phillip Brett Mr Jim McCall <p>Annual Registration of Interests - Board Members</p> <p>NOTED: reminder for outstanding declarations to be submitted to Secretariat.</p>	
f.	<p>Independent Member - Audit and Risk Assurance Committee (ARAC)</p> <p>AGREED: to renew Mr JP Irvine's term as Independent Member on the Audit & Risk Assurance Committee for a further 3 years, his first term expiring on 31 January 2017 (<i>second term effective from 1 February 2017 to 31 January 2020</i>).</p>	SEC.
g.	<p>Director of Housing Services Position</p> <p>The Chief Executive reported that interviews had been held on Tuesday 21 February 2017 for the Director of Housing Services and Mr Colm McQuillan (Assistant Director - Housing Services) had been successfully appointed, effective from 1 April 2017. Colm's extensive experience and expertise in all areas of Housing Policies and Systems, Supporting People, Housing Benefit, legislation, Homelessness Strategies and Change Management Programmes was acknowledged and congratulations were conveyed by the Chief Executive and endorsed by the Interim Chair and other Board Members.</p>	SEC.
5.	<u>PAPERS FOR APPROVAL / INFORMATION</u>	
5.1	<p>Landlord Services Business Monitor up to the End of January 2017 - Paper No. 668/6(2)</p> <p><u>PAPER NOTED.</u></p> <p>NOTED: the Director of Asset Management undertook to review ECM contract communications associated with the scheme for Aluminium Bungalows in Draperstown.</p>	DAM
INTERVAL		
The meeting resumed at 11.05 with all previously present returning to their seats.		



		Action
	Naoimh McArdle and Rebecca Miskelly (GEMS Interns) expressed appreciation for the opportunity to be in attendance and withdrew from the meeting.	
	The Interim Vice-Chair withdrew and returned momentarily.	
6.	<u>PAPERS FOR INFORMATION</u>	
6.1	Housing Needs of Older People - Paper No. 668/9(1) <u>PAPER NOTED.</u>	
6.2	Update on Compliance Review Action Plan - Paper No. 668/9(3) <u>PAPER NOTED.</u>	
7.	<u>ANY OTHER BUSINESS</u> None considered.	
8.	<u>DATE AND VENUE OF THE NEXT BOARD MEETING</u> The next meeting of the Board will be held on Wednesday 29 March 2017 at 10.00 am in the Boardroom, The Housing Centre, 2 Adelaide Street, Belfast.	

There being no further business the meeting concluded at 1.10pm.

INTERIM CHAIRMAN

