

MINUTES OF THE 679TH MEETING OF THE NORTHERN IRELAND HOUSING EXECUTIVE HELD ON WEDNESDAY 28 FEBRUARY 2018 COMMENCING 10.10AM IN THE BOARDROOM, 2 ADELAIDE STREET, BELFAST BT2 8PB

The Interim Chair 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 Mr K Millar Mr D Wilson Mr J McCall Alderman B Keery Councillor H Legge</p> |
| | <p><u>IN ATTENDANCE</u></p> <p>Mr C Bailie Chief Executive Mr P Isherwood Director of Asset Management Mrs C McFarland Director of Finance, Audit & Assurance Miss S McCauley Director of Regional Services Mr C McQuillan Director of Housing Services Mr J Blease Head of Communications & Secretariat Mr S Orme Boardroom Apprentice Ms M Monaghan Boardroom Apprentice Mr D Lamb Assistant Director (Corporate Accounting) Ms J Jennings Senior Accountant Mr P Carland Social Housing Enterprise Liaison Manager Ms R Simmonds GEMS - Graduate Trainee Ms C Meehan GEMS - Graduate Trainee Mrs K Smyth Secretariat Manager</p> |
| | <p><u>APOLOGIES</u></p> <p>Councillor C Elattar Councillor P Brett Mr R Henry (Boardroom Apprentice)</p> |
| 2. | <p><u>DECLARATIONS OF INTERESTS</u></p> <p>None.</p> |

| | | <u>Action</u> |
|---|---|---------------|
| <u>MINUTES / MATTERS ARISING</u> | | |
| 3. | <p><u>Minutes of the 677th Board Meeting held on Wednesday 31 January 2018 - Paper No. 679/3(1)</u></p> <p><u>RESOLVED:</u> on the proposal of Mr Wilson, seconded by Councillor Legge, that the above Minutes be approved and signed as an accurate record by the Interim Chair.</p> | INTERIM CHAIR |
| 3.1 | <p><u>Matters Arising from January Board Minutes - Paper No. 679/3(1)</u></p> <p><u>PAPER NOTED.</u></p> | |
| 3.1(a) | <p><u>Housing Executive Rent Levels 2018/19 - Letter from DfC - Paper No 679/3(1a)</u></p> <p>The Interim Chair drew Members attention to the letter dated 2 February 2018 from Deborah Brown, DfC, outlining that the Department of Finance had not approved the Housing Executive's request to the Department for Communities to consider a rent increase from 1 April 2018. Hence rent levels would remain the same.</p> <p>Mr Wilson referred to the footnote on the monthly Finance Report (page 116) and suggested that attention be drawn to the consequences and risks for the organisation in the absence of a rent increase. The Interim Chair explained the letter he had submitted to DfC contained the full detail, and suggested the original letter be annexed to this Minute for reference purposes.</p> <p>The Interim Chair added this issue had also been raised by the Housing Executive during the SHRP Planning Day hosted by DfC on 27 February 2018.</p> <p><u>RESOLVED:</u> the Board agreed that (1) the original letter seeking a proposed rent increase 2018/19 from the Interim Chair to DfC be annexed to this Minute, and (2) formally recorded their continued concerns for the organisation in the absence of a rent increase.</p> | SEC |
| 3.1 (b) | <p><u>Extension to Term of Office - Interim Vice-Chair</u></p> <p><u>NOTED:</u> the Interim Chair confirmed receipt of a letter from DfC outlining a 6 month extension to Mr Greg Lomax's original term of office had been granted (the original term having been due to expire during April 2018).</p> | |

| | | <u>Action</u> |
|--|---|---------------|
| <u>INTERIM CHAIR'S BUSINESS</u> | | |
| 4.1 | <u>Interim Chair's Report</u> | |
| (a) | <p>Savills' Projections of Stock Investment Paper (presented to Board in January) For accuracy purposes, the Interim Chair advised the Board that a typographical error had been picked up in paragraph 4.1 of the paper. The figure stated £7.040 and should actually read £7.074, hence the records would be updated accordingly.</p> | SEC |
| (b) | <p>DfC attendance - May Board Meeting Following on from Louise Warde-Hunter's attendance at the January Board Meeting, the Interim Chair was pleased to report that Deborah Brown had accepted his invitation and would be in attendance at the May Board Meeting.</p> | |
| (c) | <p>Housing Executive Annual Conference 2018 - Wednesday 16 May 2018 The Interim Chair reminded all Board Members of the forthcoming Housing Executive Annual Conference on Wednesday 16 May 2018. He confirmed the event would be held in the Everglades Hotel in Derry/Londonderry and added the Conference would look at the positive progress made during the last year and the challenges ahead for both staff and leaders.</p> <p>Invitations would be issued to Board Members in due course.</p> | Head of Comms |
| (d) | <p><u>Social Housing Reform Programme (SHRP) - Planning Day hosted by DfC - 27 February 2018</u></p> <p>The Interim Chair advised the Board that he, the Vice-Chair and Senior Management from the Housing Executive had participated in the SHRP Planning Day on 27 February 2018, hosted by the Department for Communities. He anticipated a summary of the event would be made available in due course and undertook to share this with the Board upon receipt.</p> | INTERIM CHAIR |
| (e) | <p>Public Board Mentoring Scheme (CPANI / QUB)</p> <p>The Interim Chair informed the Board he had recently met with the Commissioner for Public Appointments (CPANI) regarding the above scheme which he had participated in, and which was now coming to a close. He conveyed the Commissioner's appreciation to the Board for collaborating in the Mentoring Programme, and highlighted that they looked forward to further opportunities in the future.</p> | |

| | | <u>Action</u> |
|--|--|---------------------------------|
| 4.2 | <p><u>CIH Annual Conference 2018 - Tuesday 26 June to Thursday 28 June 2018 in Manchester - Paper No 679/4(2)</u></p> <p>Additional Conference information received following issue of the Agenda was tabled for Members' information.</p> <p>The Interim Vice-Chair requested that officers explore opportunities for raising the profile of the Housing Executive at such events, separate to speakers (i.e. reception). The Chief Executive drew attention to the public sector regulations associated with hospitality, however, endorsed the point that as one of the few full service delivery models engaged in Housing, there was merit in promoting our brand.</p> <p><u>RESOLVED:</u> the Board (1) noted that the Interim Chair, Alderman Keery and a number of officers would be attending the CIH Annual Conference; (2) as in previous years, agreed to reschedule the June Board Meeting from Wednesday 27 June to Friday 30 June 2018; and (3) asked officers to explore opportunities for raising the profile of the Housing Executive at the Conference.</p> <p><u>NOTED:</u> the Interim Vice-Chair recorded his apologies for the June Board Meeting.</p> | <p>SEC</p> <p>Head of Comms</p> |
| <u>PAPERS FOR INFORMATION</u> | | |
| <p><u>RESOLVED:</u> with the exception of papers 8.1, 8.3, 8.5, 8.6 and 8.7, all other information papers were noted enbloc. Item 8.4 was a presentation.</p> | | |
| 8.3 | <p><u>Core Landlord Activities Benchmarking 2016/17 - Paper No 679/8(3)</u></p> <p>The Chief Executive commented that the benchmarking exercise included large housing organisations (ie. 20,000 stock or greater) but did not include local Housing Associations in Northern Ireland. He went on to advise that Officers were currently looking into this.</p> <p><u>AGREED:</u> that, as suggested by Mr Millar, the Core Landlord Activities Benchmarking 2016/17 paper be circulated to all four Independent Committee Members, as it provides relevant background information associated with Housing Executive business.</p> <p><u>PAPER NOTED.</u></p> | <p>SEC</p> |

| | | |
|----------------------------|--|----------------------|
| | | <u>Action</u> |
| 8.5 | <p><u>Update on Compliance and Health & Safety - Paper No. 679/8(5)</u></p> <p>The Director of Asset Management spoke briefly to the monthly paper updating the Board on health and safety compliance and providing an assurance that outstanding issues identified within the paper were being addressed by the Compliance, Health and Safety Unit.</p> <p>In response to an enquiry from the Interim Vice-Chair, the Director of Asset Management confirmed the Health and Safety Executive Northern Ireland (HSENI) had concluded their investigation and had passed the case to the Public Prosecutions Service (PPS) for consideration.</p> <p><u>PAPER NOTED.</u></p> | DAM |
| | | <u>Action</u> |
| <u>PRESENTATION</u> | | |
| 8.4 | <p><u>Social Housing Enterprise Programme - Findings from the 2017 Independent Review of the Housing Executive Social Enterprise Strategy - Paper No 679/8(4)</u></p> <p>The Interim Chair welcomed Paul Carland (Social Enterprise Liaison Manager) and GEMs Trainees, Rona Simmonds and Clare Meehan, who were in attendance for this item of business. Copies of the 2016 Social Enterprise Booklet and powerpoint presentation were tabled.</p> <p>The powerpoint presentation comprised relevant background information, following the launch of the three year strategy in 2015, and focused on a breakdown by Tranche/Region. Mr Carland also referred to the circulated independent review paper during his presentation. He elaborated on the operational impact, monetary impact, return on investment model, assessment frameworks, partnership working, methodologies, activities, positive press, participant feedback and hopeful next stages.</p> <p>In terms of hopeful next steps, Mr Carland outlined -</p> <ul style="list-style-type: none"> • Board approval for 3/5 year strategy with appropriate funding; • Development and introduction of a new grants management system (in-house); • Introduction of 3 Regional Seminars; • Enhanced communication protocols between respective business units. <p>Mr Carland then responded to enquiries, elaborating as necessary on the undernoted -</p> | |

| | | <u>Action</u> |
|--|--|---------------|
| | <ul style="list-style-type: none"> • Programme running costs (between £120k - £130k); • Rental Income; • Objectives, benefits and evidence of return on investment; • Community networking; • Social sector competitors; • Sustainable operations; • Social Enterprise Away Day; • Corporate Plan. <p>Mr Wilson suggested to Mr Carland that, at their 'Social Enterprise' away day, they should review the assessment process and consider what 'good' looks like, including the impact on core business and communities.</p> <p>Mr Millar also suggested that Mr Carland consider monies from the Landlord side (i.e. grounds maintenance schemes). Mr Carland welcomed the suggestion and drew attention to the untapped skillset and resource of 'active citizenship'.</p> <p>The Interim Chair suggested that officers also investigate European Social Funds and/or elements of European Structural and Cohesion Funds, adding that these monies would enhance current support and scale up grants.</p> <p>The Director of Housing Services agreed to take the suggestions by Members under consideration.</p> <p>The Interim Chair welcomed the informative presentation and thanked Mr Carland and the two representatives for their attendance. Both GEMs representatives remarked briefly on the programme benefits. In closing, the Interim Chair offered the Board's assistance and also commended Paul and all other officers involved on the success of the Social Enterprise Programme to date.</p> <p>Mr Carland and the two GEMS representatives withdrew from the meeting.</p> | DHS |
| <u>ANY OTHER BUSINESS</u> | | |
| 9. | There was no other business raised. | |
| <u>DATE OF NEXT MEETING</u> | | |
| <p>The 680th Board Meeting of the Northern Ireland Housing Executive would be held on Wednesday 28 March 2018 at 10am in the Boardroom, 2 Adelaide Street, Belfast. (Private Meeting commencing 9.30am).</p> | | |

Housing Executive

There being no further business the meeting concluded at 12.30pm.

INTERIM CHAIR