

MINUTES OF THE 694TH MEETING OF THE NORTHERN IRELAND HOUSING EXECUTIVE HELD ON MONDAY 24 JUNE 2019, COMMENCING AT 2PM IN THE BOARDROOM, 2 ADELAIDE STREET, BELFAST (PRIVATE MEETING HELD AT 1.30PM)

Professor Roberts welcomed everyone and requested that all present to switch their mobile devices to silent.

	<p><u>PRESENT</u></p> <p>Professor P Roberts Chair Mr John McMullan Vice Chair Mr K Millar Board Member (via Conference Call) Mr D Wilson Board Member Mr J McCall Board Member</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 Mr C McQuillan Director of Housing Services Ms S McCauley Director of Regional Services Mr D Moore Director of Corporate Services Mr J Blease Head of Communications & Secretariat Mrs K Smyth Secretariat Manager Mr D Collins Boardroom Apprentice</p> <p>In attendance for item 15 only: Mr P Craig Head of Contracts / Procurement Mrs F Gallagher Head of Legal Services External Legal Counsel</p>
	<p><u>APOLOGIES</u></p> <p>None.</p>
	<p>The Chair welcomed everyone to the meeting and noted that no apologies had been received. In particular he welcomed Mr Millar and thanked him for attending the meeting via Conference Call from his summer holiday in America. He also highlighted a change in the agenda format, in order to facilitate attendance from Legal Counsel.</p>
	Action
1.	<p><u>Declaration of Interests</u></p> <p>No declarations were received, and all present were reminded of best practice in relation to the handling of any conflicts of interest.</p>

MINUTES AND MATTERS ARISING / BROUGHT FORWARD

2.	<p><u>DRAFT MINUTES - the 693rd Meeting of the Housing Executive Board held on Wednesday 29 May 2019</u></p> <p><u>RESOLVED:</u> on the proposal of Mr McCall, seconded by Mr McMullan, that the May Board Minutes be approved and signed by the Chair as a correct record.</p>	SEC
3.	<p>PAPER - (1) Board Matters Arising / Brought Forward; (2) Board Forward Work Plan</p> <p><u>PAPERS NOTED.</u></p>	

COMMITTEE BUSINESS

4.	<p><u>DRAFT MINUTES - the 23rd Meeting of the DLO Performance & Development Committee held on Tuesday 14 May 2019</u></p> <p><u>RESOLVED:</u> the Board noted the Draft Minutes from the DLO Performance & Development Committee Meeting held on 14 May 2019, which remained subject to ratification by the Committee at the next quarterly meeting on 17 September 2019.</p>	
5.	<p><u>DRAFT MINUTES - the 141st ARAC Committee Meeting held on Tuesday 11 June 2019</u></p> <p><u>RESOLVED:</u> the Board noted the Draft Minutes from the ARAC Committee Meeting held on 13 June 2019, which remained subject to ratification by the Committee at the next quarterly meeting on 10 September 2019.</p>	

HOUSING COUNCIL BUSINESS

6.	<p><u>Standing Item - Housing Council Monthly Update</u></p> <p>The Chair confirmed he had attended the first Meeting of the Housing Council on 13 June 2019, following the Local Government Elections on 2 May 2019. Members received a presentation on the Tower Block Action Plan, and the Chair had welcomed the opportunity to be present and elaborate on the management of this process to date.</p> <p>It was noted that monthly reporting on this item would resume from the four Housing Council Board representatives when appointed, following completion of the DfC Public Appointments exercise.</p> <p><u>NOTED.</u></p>	
<p><u>PAPERS FOR APPROVAL</u></p>		
7.	<p><u>PAPERS - Updates to (1) Risk Appetite Statement 2019/20; (2) Corporate Risk Register (CRR)</u></p> <p>Following on from the Risk Workshop in April 2019, the Risk Appetite Statement and Corporate Risk Register had been reviewed and amended to reflect the feedback and comments provided by Board and ARAC Committee Members. The purpose of the paper was to present a copy of both of the above documents to Board for approval as recommended by the ARAC Committee.</p> <p>There were no questions arising.</p> <p><u>RESOLVED:</u> the Board approved - (1) the updated Risk Appetite Statement 2019/20; and (2) the updated Corporate Risk Register (CRR).</p>	DoFAA

8.	<p><u>PAPER - Final Draft 2019/20 One Year Corporate Business Plan</u></p> <p>The Director of Corporate Services spoke to his paper seeking approval of the 'Final Draft One Year Business Plan 2019/20' which incorporated the Programme for Government targets, Departmental Priorities and Corporate KPIs. Once the final business plan was approved by the Board, it would be submitted to the Department for approval.</p> <p>The Chief Executive took the opportunity to draw Members' attention to RSKPI 5.8 (<i>item 3.3[g] on page 360 - to commence activity on developing a Belfast City Centre Waiting List by March 202</i>) which, he remarked, could prove to be quite controversial. Members welcomed the report and there were no specific questions arising.</p> <p><u>RESOLVED:</u> the Board approved the 2019/20 Final Draft One Year Business Plan (and reporting arrangements as outlined within the paper) for onward submission to the Department for Communities for approval; and subsequent publishing on the Housing Executive website.</p>	DCS
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9.	<p><u>PAPER - Supporting People Update - Provider Investment Fund & SP Annual Report 2018/19</u></p> <p>The Director of Regional Services spoke to the paper, its purpose being to seek Board approval of the arrangements of the new SP Provider Investment Fund (PIF), which was launched a month earlier than indicated in the timeline and which would be chaired by the Vice Chair, John McMullan. Board approval was also being sought for the Draft SP Annual Report 2018/19.</p> <p>The paper also updated the Board on the arrangements for the public consultation arrangements for the Standardised Regional Payment Rates, and the development of Strategic Needs Analysis.</p> <p>The Chair sought confirmation of the release and closure timeframes associated with the eight week Standardised Rates Consultation Exercise, which the Director of Regional Services provided (<i>closing date subsequently extended to 29 August 2019</i>).</p> <p>The Chair also requested that a copy of the consultation documentation be circulated to Board Members, which the Director of Regional Services undertook to action. In addition, the Director of Regional Services confirmed that details of the consultation events would be shared with Members in due course.</p> <p>The Vice Chair referred to the reference to the SP Programme Board meeting on 19 June 2019 contained within the paper, and suggested it be updated as this meeting had been postponed (not cancelled).</p> <p>There were no other questions and the Chair asked the Director to thank all officers involved on behalf of the Board. He remarked that he looked forward to a positive outcome to the consultation exercise in due course.</p> <p><u>RESOLVED:</u> subject to amending the paper as suggested above by the Vice Chair, the Board approved -</p> <p>(1) the arrangements for the new SP Provider Investment Fund (PIF); and (2) the Draft SP Annual Report 2018/19, including noting the arrangements for the public consultation on the Standardised Regional Payment Rates (SRPR), and the progress relating to the development of Strategic Needs Analysis.</p>	<p>DRS</p> <p>DRS</p> <p>DRS</p> <p>DRS</p>
	<p><u>INFORMATION PAPERS</u></p>	

<p>10.</p>	<p><u>PAPER - Supporting People (SP) Programme - Progress Status Update</u></p> <p>The Director of Regional Services spoke to the paper which provided the Board with a summary of progress to date in relation to the Supporting People Programme, and further to the establishment of the Board SP Progress & Scrutiny Group.</p> <p>The paper outlined an up-to-date delivery confidence assessment for the remaining deliverables from the 2015 Departmental Policy Review of SP, and other significant deliverables, including the associated proposed corporate KPIs.</p> <p>In particular the Director of Regional Services drew attention to the suggested milestones outlined within the paper (section 3.8; page 544/545 refers).</p> <p>There were no questions arising.</p> <p><u>RESOLVED:</u> the Board welcomed and noted the SP status report attached at Appendix 1, in particular:</p> <ul style="list-style-type: none"> • progress in completing 7 of 9 of the SP Review recommendations wholly or partially owned by the Housing Executive; • status of the two remaining deliverable from the Review and potential significant risks to delivery; • key SP Programme operational priorities for 2019/20, as per the current draft corporate KPIs. 	<p>DRS</p>
<p>11.</p>	<p><u>PAPER - Monthly Compliance Health & Safety Assurance Report</u></p> <p>The paper provided a monthly update to the Board on Compliance / Health and Safety and also provided an assurance that outstanding issues identified within the paper were being addressed by the Compliance, Health & Safety Department in conjunction with all relevant Departments within the organisation.</p> <p>As Chair of the DLO Performance and Development Committee, Mr Millar commented on elements relevant to the Committee. The Chair added that the Housing Executive was diligent in comparison to the industry average.</p> <p><u>PAPER NOTED.</u></p>	<p>DAM</p>

<p>12.</p>	<p><u>PAPER - Annual Update - Community Safety Strategy Action Plan</u></p> <p>The paper provided the Board with an update on progress with the Housing Executive’s Community Safety Strategy and Action Plan 2018/19. The Strategy entitled “Safer Together” and Action Plan were approved by the Board and published in February 2015, and as part of this Strategy the associated action plan identified key tasks to ensure we further the work of the community safety agenda. The strategy action plan was extended following CXBC approval in December 2017 for a period of 6-12 months.</p> <p>Mr McCall welcomed the update and commending all officers involved, he requested that some public relations be undertaken to highlight the valuable work, particularly in regard to build community confidence and ensuring local solutions. The Head of Communications & Secretariat noted the request.</p> <p>The Chair also requested that the Director of Housing Services convey the Board’s appreciation to all concerned.</p> <p><u>PAPER NOTED.</u></p>	<p>HoC&S</p> <p>DHS</p>
<p><u>DATE OF NEXT MEETING</u></p>		
<p>The 695th Board Meeting of the Northern Ireland Housing Executive was scheduled to take place on Wednesday 28 August 2019 at 10am in the Boardroom, The Housing Centre, 2 Adelaide Street, Belfast (<i>Private Meeting commencing 9.30am</i>).</p>		

There being no further business the meeting concluded at 4.15pm.

CHAIR