

# Housing Executive

**Minutes of the 698<sup>th</sup> Meeting of the Northern Ireland Housing Executive Held on  
Wednesday 27 November 2019  
commencing at 10am in the Boardroom, The Housing Centre, 2 Adelaide Street,  
Belfast  
(private meeting held at 9.30am)**

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

	<p><b><u>PRESENT</u></b></p> <p>Professor P Roberts      Chair Mr J McMullan          Vice Chair Mr K Millar              Board Member Mr D Wilson             Board Member Mr J McCall             Board Member Mr C Welch              Board Member</p>
	<p><b><u>IN ATTENDANCE</u></b></p> <p>Mr C Bailie              Chief Executive Mrs C McFarland       Director of Finance, Audit &amp; Assurance Mr C McQuillan        Director of Housing Services Ms S McCauley         Director of Regional Services Mr D Moore             Director of Corporate Services Mr A Kennedy          Assistant Director - Asset Strategy Mrs M Canning         Head of Communications (Acting) Mrs K Smyth            Secretariat Manager Ms C Loughran         Boardroom Apprentice</p>
	<p><b><u>APOLOGIES</u></b></p> <p>Mr P Isherwood        Director of Asset Management</p>
	<p>The Chair welcomed everyone to the meeting and noted the apology from the Director of Asset Management. In particular, he was pleased to report that the Housing Executive was successful in the Dementia Friendly Awards, winning the category of 'Best Large Organisation'. He paid tribute to the officers involved and asked the Director to ensure the Board's congratulations were conveyed accordingly.</p> <p>The Chair also advised that DfC representatives would be in attendance at 10.30am for their presentation (<i>agenda item 8 refers</i>), and noted that the agenda format may alternate to facilitate same.</p>

		<b><u>Action</u></b>
1.	<p><b><u>Declarations of Interests</u></b></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>	
<b><u>MINUTES AND MATTERS ARISING / BROUGHT FORWARD</u></b>		
2.	<p><b><u>DRAFT MINUTES - the 697<sup>th</sup> Meeting of the Housing Executive Board held on Wednesday 30 October 2019</u></b></p> <p><b><u>RESOLVED:</u></b> it was agreed on the proposal of Mr McCall, seconded by Mr Wilson, that the above Minutes be approved and signed as a correct record by the Chair.</p>	
3.	<p><b><u>Monthly Board Business - Matters Arising / Brought Forward &amp; Forward Work Plan</u></b></p> <p>(i) <b><u>Matters Arising</u></b></p> <p>There were no Matters arising raised by Members.</p> <p>(ii) <b><u>Matters Brought Forward List</u></b></p> <p>The Matters Brought Forward list was noted, with no questions arising.</p> <p>(iii) <b><u>Board Forward Work Plan</u></b></p> <p>The Forward Work Plan was noted as circulated.</p> <p><b><u>PAPERS NOTED.</u></b></p>	
<b><u>SP PROGRESS &amp; SCRUTINY GROUP</u></b>		
4 & 5.	<p><b><u>Standing Item - Monthly Update from Supporting People Progress &amp; Scrutiny Group</u></b></p> <p><b><u>Papers Circulated:</u></b> (1) Updated Terms of Reference; (2) Draft Minutes of the Fifth Meeting of SP Progress &amp; Scrutiny Group Meeting held on Monday 18 November 2019, copies of which were tabled.</p> <p><b><u>RESOLVED:</u></b> the Board -</p> <p>(a) welcomed the update from the SP Progress &amp; Scrutiny Group Chair;</p>	

	<p>(b) approved the updated Terms of Reference, as circulated,</p> <p>(c) noted that the Draft Minutes remained subject to ratification by the Group at their next meeting on 4 December 2019.</p>	
<b><u>COMMITTEE BUSINESS</u></b>		
6.	<p><b><u>Verbal Update from DLO Performance &amp; Development Committee Meeting held on Tuesday 26 November 2019</u></b></p> <p><b><u>RESOLVED:</u></b> the Board welcomed the update from the DLO Performance &amp; Development Committee Chair.</p>	
<b><u>CHAIR'S BUSINESS</u></b>		
7.	<p><b><u>Verbal Update - Chair's Business</u></b></p> <p>The Chair updated the Board on the undernoted matters:-</p> <p>(a) <b><i>Standardised Regional Payment Rates - Update</i></b></p> <p>(b) <b><i>Management Information to the Board - Advisory Audit</i></b></p> <p>(c) <b><i>External Board Effectiveness Exercise</i></b></p> <p>(d) <b><i>January Board Meeting - 700<sup>th</sup> Meeting</i></b></p> <p>(e) <b><i>Independent Reference Group into Fire Safety in Housing Executive Tower Blocks</i></b></p> <p>(f) <b><i>Board Member / Housing Council Appointments</i></b></p> <p>(g) <b><i>Boardroom Apprentice Initiative 2020/21</i></b></p> <p>(h) <b><i>Learning Academy</i></b></p>	
<b><u>PRESENTATION</u></b>		
8.	<p><b><u>PAPERS - Annual Programme of Inspections Update - Attendance by representatives from the Department for Communities</u></b></p> <p><b>NOTED.</b></p>	

## HOUSING COUNCIL BUSINESS

9.

### Standing Item - Housing Council (Monthly Update)

In the absence of the four Housing Council representatives, the Chief Executive provided a brief synopsis of the business at the monthly Housing Council Meeting held on 14 November 2019. A presentation from Housing Executive colleagues on tenancy sustainment had taken place and had generated an interesting discussion on how housing need in rural areas was identified, hence a future presentation was being arranged. Representatives from the Department for Communities had also provided a monthly update on their top housing issues to the Housing Council.

It was noted that copies of the Minutes of Housing Council meetings were circulated to all Board Members for information following their ratification.

**NOTED.**

## CHIEF EXECUTIVE'S BUSINESS

10.

### Verbal Update - Chief Executive's Monthly Update & Emerging Issues

The Chief Executive updated the Board on the undernoted matters:-

(a) ***NIFRS Guidance on 'Stay Put' Policy***

(b) ***Proposals for Rent Increase***

**NOTED.**

## PAPERS FOR APPROVAL

11.

### PAPER - Monthly Finance Report as at 31 October 2019

**RESOLVED:** the Board -

- (1) noted the financial position as at 31 October 2019 and approved the actions planned to address significant issues;
- (2) approved the submission of the bid related to the January Monitoring Round to the Department for Communities.

12.	<b><u>PAPER - Revised HR Policies</u></b>  PAPER APPROVED.	
13.	<b><u>PAPER - Tower Blocks - Monkscoole House Demolition</u></b>  PAPER APPROVED.	
14.	<b><u>PAPER - Economic Appraisal for Orlit Dwelling at 3 McKinley Bungalows, Omagh</u></b>  PAPER APPROVED.	
15.	<b><u>PAPER - CT057 - Bathroom , Kitchen and Domestic Rewires Tender</u></b>  PAPER APPROVED.	
16.	<b><u>PAPER - Chronic Homelessness Action Plan 2019/22</u></b>  PAPER APPROVED.	
17.	<b><u>PAPER - Request for Approval to Engage in Political Activities</u></b>  PAPER APPROVED.	
18.	<b><u>PAPER - Hope Street Development Proposal Update</u></b>  PAPER NOTED.	
19.	<b><u>PAPER - Economic Appraisal for Lands at Rathenraw Estate, Antrim</u></b>  PAPER APPROVED.	
20.	<b><u>PAPER - Social Housing Development Programme (SHDP) 2019/20 Delivery Update and Approval to the Draft 3 Year SDHP 2020/21 - 2022/23 and accompanying SHDP Strategic Business Case</u></b>  PAPER APPROVED.	
	<b><u>INFORMATION PAPERS</u></b>	
21.	<b><u>PAPER - Performance against the 2019/20 Business Plan at the end of month seven (October) of the business year</u></b>  PAPER NOTED.	

22.	<p><b><u>PAPER - Compliance/Health and Safety Assurance Report</u></b></p> <p>The Director of Asset Management spoke to his paper advising the Board of an update on Compliance/Health and Safety and to provide assurance that outstanding issues identified within the paper are being addressed by the Compliance, Health &amp; Safety Department in conjunction with the relevant Departments.</p> <p>There were no questions arising.</p> <p><b>PAPER NOTED.</b></p>	DAM
23.	<p><b><u>PAPER - Update on Rental Income Maximisation Strategy 2016-2021</u></b></p> <p><b>PAPER NOTED.</b></p>	
24.	<p><b><u>PAPER - Corporate Services Reports</u></b></p> <p><b>PAPER NOTED.</b></p>	
25.	<p><b><u>PAPER - Land Acquisitions and Disposals Quarterly Update</u></b></p> <p><b>PAPER NOTED.</b></p>	
26.	<p><b><u>PAPER - Supporting People Programme - Progress Status Update</u></b></p> <p><b>PAPER NOTED.</b></p>	
<b><u>ANY OTHER BUSINESS</u></b>		
27.	<p><b><u>Any Other Business</u></b></p> <p>There was no other business raised.</p>	
<b><u>DATE OF NEXT MEETING</u></b>		
<p>The 699<sup>th</sup> (Special) Board Meeting of the Northern Ireland Housing Executive was scheduled to take place on <b>Wednesday 11 December 2019 at 10am</b> in the Boardroom, The Housing Centre, 2 Adelaide Street, Belfast (private meeting commencing 9.30am).</p>		

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CHAIR