

		<u>Action</u>
	The Chair also conveyed congratulations to the Director of Housing Services and his wife on the birth of their first grandchild, a granddaughter named Maisie.	
2.	<u>Declarations of Interests</u> No declarations were received and all present were reminded of best practice in relation to the handling of any conflicts of interest.	
<u>MINUTES AND MATTERS ARISING / BROUGHT FORWARD</u>		
3.	<u>DRAFT MINUTES - the 700th Meeting of the Housing Executive Board held on Wednesday 29 January 2020</u> <u>RESOLVED:</u> it was agreed on the proposal of Mr McMullan, seconded by Mr McCall, that the above Minutes be approved and signed as a correct record by the Chair.	SEC / CHAIR
4.	<u>PAPERS - Board Matters Arising/ Brought Forward & Forward Work Plan</u> <u>PAPERS NOTED.</u>	
5.	<u>VERBAL UPDATE - Item Deferred from January Board Meeting- Proposed Arrangements for Leaseholders for Planned Schemes Costs (Reacquisition Policy)</u> <u>NOTED.</u>	
<u>COMMITTEE BUSINESS</u>		
6.	<u>COMMITTEE BUSINESS:</u> Minutes of the Quarterly DLO Performance & Development Committee Meetings- (1) Tuesday 11 February 2020 (Draft); (2) Tuesday 26 November 2019 (Ratified) <u>NOTED.</u>	

SP PROGRESS & SCRUTINY GROUP

7.

Standing Item - Monthly Update from Supporting People Progress & Scrutiny Group

Papers Circulated: (1) Draft Minutes of the 8th Meeting held on 13 February 2020; (2) Ratified Minutes of the 7th Meeting held on 17 January 2020; (3) Amended Minutes of the 6th Meeting held on 4 December 2019

NOTED.

HOUSING COUNCIL BUSINESS

8.

STANDING ITEM - Housing Council (Monthly Update)

The Chair invited the Housing Council Members to update the Board on Housing Council business.

Councillor Elattar updated the Board on monthly Housing Council business, which had also included a presentation from DfC and NIHE officials (Judith Woodburn & Andy Kennedy) on the Housing Executive's stock transfer of the ownership and management of public sector homes to Housing Associations. The Chair enquired if it was the view of the Housing Council that housing stock transfers to Housing Associations should cease and Councillor Elattar remarked that the majority of Members would be of that opinion. The Chair welcomed the feedback and suggested that when ratifying the Draft Housing Council Minutes, Members may wish to amend the Minute to formally record a recommendation from the Housing Council regarding same.

Copies of the ratified Minutes from monthly Housing Council Meetings would continue to be circulated to Board Members for information.

NOTED.

CHAIR'S BUSINESS

9.	<u>VERBAL UPDATE - Chairs' Business</u> The Chair updated the Board on the undernoted matters:- (a) <i>Extension to temporary Board Appointment - Chris Welch</i> (b) <i>Annual Staff Conference</i> (c) <i>Attendance at March Board - DfC Permanent Secretary</i> (d) <i>IOSH Leading Safely Training Course - Board Members & Senior Management Team</i> (e) <i>Independent Reference Group Meeting</i> (f) <i>Risk and Governance Review Room on Convene</i> (g) <i>DLO Independent Member - Billy Graham</i> (h) <i>Board "New Build" Task and Finish Group</i> (i) <i>Board Away Day - April</i> (j) <i>Corporation Tax</i> (k) <i>Meeting with Minister for Communities</i> <u>NOTED.</u>	
<u>CHIEF EXECUTIVE'S BUSINESS</u>		
10.	<u>PAPER - Chief Executive - Emerging Issues / Monthly Update</u> <u>PAPER NOTED.</u>	
	<u>PRESENTATIONS</u>	
11.	<u>11.05am - PRESENTATION & PAPER: Draft Older People's Strategy 2020/21 - 2025/26 (Janet Thomas and John Goudy)</u> The Chair welcomed Mrs Thomas and Mr Goudy who joined the Board Meeting to address Members with a presentation on the Draft Older People's Strategy 2020/21 - 2025/26. <u>APPROVED.</u>	

12.	<p><u>11.20am - PRESENTATION: ARTES Project - Housing Executive Construction Skills & Learning Centre (Paul Isherwood)</u></p> <p>The Chair invited the Director of Asset Management to address the Board with his presentation on the ARTES Project.</p> <p><u>NOTED:</u> that following on from today's presentation, a Board Paper would be presented to the March Board meeting.</p>	DAM
	<p><u>PAPERS FOR APPROVAL</u></p>	
13.	<p><u>PAPER - Monthly Finance Report as at 31 January 2020</u></p> <p><u>RESOLVED:</u> the Board noted the financial position as at 31 January 2020 and approved the actions planned and underway to address significant issues.</p>	
14.	<p><u>PRESENTATION & PAPER - DRAFT Budget Submission 2020/21</u></p> <p>The Chair welcomed Mr Megaw (Assistant Director, Finance) who joined the meeting for the Budget Presentation.</p> <p><u>RESOLVED:</u> the Board approved the Housing Executive Budget Submission Paper 2020/21 as circulated.</p>	
15.	<p><u>PAPER - HR Policies (Resourcing Policies & Procedures and Organisational Change Policy)</u></p> <p>The Director of Corporate Services spoke to his paper, its purpose being to seek approval from the Board following a review and further development of a number of Human Resource Policies.</p> <p>The paper referred to discussions at previous Board and CXBC meetings, and outlined that an updated policy on political activities and guidance (as part of Code of Conduct) had also been developed to provide clarity on restrictions around political activity. Mr Wilson raised a point around the panel making the decision, in that he did not see any reference to the impact on the political activity on their work within the Housing Executive which is their core function (i.e. how would it impact on their ability to perform the day-to-day role from a timekeeping perspective). The Director of Corporate Services undertook to update the content further, and the Chair also asked the Director to refer to a previous form of words as guided by the Head of Legal Services.</p>	DCS

	<p>A new comprehensive policy had also been developed in order to support Organisational Change. The Vice Chair enquired if the inclusion of compulsory redundancy was a new change and the Director of Corporate Services confirmed it was.</p> <p><u>RESOLVED:</u> the Board approved the revised policy and guidance on Political Activities, subject to one further amendment as outlined above, and the new Organisational Change Policy, subject to any minor or significant changes as a result of consultation.</p>	DCS
16.	<p><u>PAPER - Approval to Award Contracts - Provision of Insurances</u></p> <p><u>APPROVED.</u></p>	
17.	<p><u>PAPER - Provision of a Dispersed Intensively Managed Emergency Accommodation Service</u></p> <p><u>APPROVED.</u></p>	
18.	<p><u>PAPER - CT055 Planned Maintenance Procurement Strategy</u></p> <p>The Director of Asset Management spoke to the paper, its purpose being to advise the board of the procurement strategy to deliver the new planned maintenance and improved schemes up to seven years from November 2020.</p> <p>The Chair read out a comment submitted from Mr Millar in advance of the meeting related to the scoring of cost and quality within procurement. Mr Millar had been critical in the past of the ratio being too far towards cost (e.g. 60/40 cost /quality, in that it reinforced the risk of getting the lowest price, but the worst quality). He remarked that this procurement, after consultation with the construction industry, swings the other way, 60/40 Quality to price. Previously, our QC encouraged matters during the evaluation process to be kept as simple as possible, to reduce subjectivity and risk to challenge. He suggested that whatever way the "quality" was marked, that it is simple, defensible and consistent.</p> <p>The Director of Asset Management confirmed officers make every attempt to mitigate using all of the previous lessons learned. He added that there was a ratio within CPD, which we fell within, also subject to the discretion of the client. He confirmed that should the Board wish to revert to 60:40 or 50:50 personally he was open to such a directive. In addition, the unique situation within Northern Ireland with regard to procurement was reiterated.</p> <p>Mr Welch remarked that if the quality was nailed down, there really</p>	

	<p>wasn't an issue with 100% price. A demonstration of the seriousness accorded to quality should not lead to a race to the bottom. The Vice Chair added that he welcomed the focus being on quality, particularly if it was testing it, as he viewed quality is a very important component. His particular concern related to the lack of social clauses, none of which were included. The Director of Asset Management assured the Vice Chair that the social clauses, as referred to within ARTES, will definitely be included.</p> <p>Mr Wilson enquired if it was so black and white, then why did a box needed to be ticked to indicate it did not meet the quality. The Director of Asset Management referred to a number of recent procurements completed basically only on price, and that they had flown through. The Vice Chair added that a CPD official indicated at a recent meeting which he had attended that major construction tenders had been based on 100% price.</p> <p>The Chair drew attention to the level of reserves as a result of procurement difficulties, and asked the Director to ensure the procedures were followed to the letter, and that the decision was fireproof.</p> <p><u>RESOLVED:</u> the Board approved the procurement strategy for delivery Planned Maintenance and Improvement Schemes from December 2020 for a period of up to seven years with a proposed contract value of approximately £280m.</p>	
19.	<p><u>PAPER - Transfer of Land at Manse Way / Milewater Drive, New Mossley to Connswater Homes</u></p> <p><u>APPROVED.</u></p>	
	<p><u>INFORMATION PAPERS</u></p>	
20.	<p><u>PAPER - Performance against the 2019/20 Business Plan at the end of the month ten (January) of the business year</u></p> <p><u>PAPER NOTED.</u></p>	
21.	<p><u>PAPER - Core Landlord Benchmarking</u></p> <p>The paper advised the Board of the results of the Annual Benchmarking exercise of core Landlord costs and performance across a range of core housing activities. These were compared against United Kingdom (UK) social housing organisations with a view to driving improvements, and this exercise had been facilitated by Housemark.</p> <p>The Chair welcomed the paper and remarked on the benefit and</p>	

	<p>value of benchmarking ourselves in comparison with other Landlords.</p> <p>There were no questions arising from Members.</p> <p><u>PAPER NOTED.</u></p>	
22.	<p><u>PAPER - The Landlord Rental Income Reserve and Stock Investment</u></p> <p><u>PAPER NOTED.</u></p>	
23.	<p><u>PAPER - Compliance/Health & Safety Assurance Report</u></p> <p>The paper advised the Board on an update on the Compliance/Health and Safety and to provide assurance that outstanding issues identified within the paper are being addressed by the Compliance, Health & Safety Department in conjunction with the relevant Departments.</p> <p>A brief discussion ensued regarding gas safety and other heating safety certificates as detailed in the paper, including arrangements for the installation and location of heating boilers themselves.</p> <p><u>PAPER NOTED.</u></p>	
24.	<p><u>PAPER - Water Hygiene (Legionella) Strategy</u></p> <p>The paper informed the Board of all the recommended strategy following a review of completed Legionella Risk Assessments across all Northern Ireland Housing Executive (NIHE) tenure types. The strategy will establish the level of both surveys and remedial works required to provide assurance that the Housing Executive is compliant with its statutory and regulatory requirements in relation to the control of legionella bacteria.</p> <p>Members welcomed the update paper and there were no questions arising.</p> <p><u>PAPER NOTED.</u></p>	
25.	<p><u>PAPER - Supporting People Programme: Progress Status Update</u></p> <p>The Chair welcomed the Acting Assistant Director (Strategic Partnerships) to the meeting.</p> <p>Mr Mawhinney spoke to the paper, its purpose being to provide the Board with a summary progress update relating to the Supporting People Programme. The paper included an up-to-date delivery</p>	

	<p>assessment for the remaining deliverables from the 2015 Departmental Policy Review of SP and other significant deliverables, including proposed corporate KPIs.</p> <p>The Assistant Director also added that applications for Year 2 of the Provider Innovation Fund closed on Friday 21 February 2020, and 28 applications were received.</p> <p>There were no questions arising.</p> <p><u>PAPER NOTED.</u></p>	
26.	<p><u>PAPER - Supporting People 2,4 and 8% Budget Adjustment and Associated Reinvestment</u></p> <p><u>PAPER NOTED.</u></p>	
27.	<p><u>PAPER - Land Acquisitions and Disposals Quarterly Update</u></p> <p><u>PAPER NOTED.</u></p>	
<u>ANY OTHER BUSINESS</u>		
28.	<p><u>Any Other Business</u></p> <p>There was no other business raised.</p>	
<u>DATE OF NEXT MEETING</u>		
<p>The 702nd Board Meeting of the Northern Ireland Housing Executive was scheduled to take place on Wednesday 25 March 2020 at 10am in Bangor Town Hall (Private Meeting at 9.30am). The location was subsequently changed to the Boardroom in the Housing Centre as a result of the evolving COVID-19 situation.</p>		

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 1.05pm.

CHAIR