

ACTIONS
HOUSE CONDITION SURVEY
STEERING GROUP MEETING
MONDAY 19th OCTOBER 2015
6TH FLOOR, THE HOUSING CENTRE

1.0 Present:
 Esther Christie – NIHE (Chair)
 Joe Frey – NIHE
 Jahnet Brown – NIHE
 Donna McLarnon – NIHE (minutes)
 Suzanna Deehan – DSD
 Sharon Jeffers – NIFHA
 Kevin Sweeney – NISRA
 Stephen Semple – NIHE
 Heloise Brown – DSD

Apologies: Stephen Martin, Nicola Fisher, Leah Ginn

		Action
2.0	Minutes of previous meeting and matters arising The minutes of the previous meeting, held on 21 st September, were approved. All actions had been addressed with the exception of the formal request for UK Statistics Authority assessment, which will be done following CXBC approval. It was noted that the objectives of the HCS were agreed with no amendments.	DM
3.0	Budget and sample size paper The following items will be included in the paper: <ul style="list-style-type: none"> • confidence intervals for social housing • cost per survey • rural proofing paragraph • clarification that the survey is primarily a private sector survey, and that the recent Saville report on the condition of NIHE dwellings focussed on Landlord Services requirements and did not contain key elements of data which would be required to update figures such as energy efficiency, Decent Homes etc. 	JF/JB
4.0	User Group Names of user group members to be agreed and first meeting to be set up.	DM
5.0	Next steps The HCS paper will go to CXBC for budget approval.	JF

	NISRA to provide the sample frame in January 2016.	KS
6.0	Date of next meeting The next meeting will be held in January 2016, date to be agreed.	DM