

MINUTES OF THE 685TH MEETING OF THE NORTHERN IRELAND HOUSING EXECUTIVE HELD ON WEDNESDAY 26 SEPTEMBER 2018 AT 10AM IN THE BOARDROOM, 2 ADELAIDE STREET, BELFAST (PRIVATE MEETING AT 9.30AM)

The Interim Chair welcomed everyone and requested that all present to switch their mobile devices to silent.

	<p><u>PRESENT</u> Professor P Roberts Interim Chair Mr G Lomax Interim Vice Chair Mr K Millar Alderman B Keery Councillor P Brett Councillor H Legge</p>
	<p><u>IN ATTENDANCE</u> Mr C Bailie Chief Executive Mrs C McFarland Director of Finance, Audit & Assurance Mr P Isherwood Director of Asset Management Miss S McCauley Director of Regional Services Mr C McQuillan Director of Housing Services Mr J Blease Head of Corporate Communications & Secretariat Mrs A Sweeney Assistant Director, Strategic Partnerships (Item 18 Only) Mrs K Smyth Secretariat Manager Mr D Collins Boardroom Apprentice</p>
	<p><u>APOLOGIES</u> Councillor C Elattar Board Member Mr J McCall Board Member Mr D Wilson Board Member</p>
	<p><u>WELCOME</u> The Interim Chair welcomed Damian Collins (Boardroom Apprentice) to his first Board Meeting. He invited questions and observations from the Apprentice either during or following the meeting, and also conveyed a reminder of the confidentiality clause and data sharing protocol contained within the Memorandum of Understanding.</p> <p>On behalf of the Board, the Interim Chair also conveyed condolences to Derek Wilson and his family, on the death of his mother-in-law, and also extended best wishes for a speedy recovery to both Councillor Elattar and Mr McCall.</p>
1.	<p><u>DECLARATIONS OF INTERESTS</u></p> <p>There were no declarations for noting. For the benefit of the new Apprentice, and all others present, the Interim Chair took the opportunity to reaffirm best practice, namely, for the individual to declare their interest and also to leave the room during discussion of any agenda item that presented a conflict of interest.</p>

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	<u>PAPERS FOR APPROVAL</u>													
15.	<p><u>2017/18 - 2020/21 Final Corporate Plan</u></p> <p>The Chief Executive spoke to the paper, its purpose being to outline changes made to the Board approved Draft Plan following the twelve week consultation period. Once Board approval is granted the final document also requires Department for Communities approval to publish. A summary of the consultation results and presentations undertaken were also included in the paper.</p> <p>It was highlighted that the Programme for Government (PfG) Plan was still draft and also that some KPI targets may be subject to change.</p> <p><u>RESOLVED:</u> subject to some minor editing by the Interim Chair, the Board approved the 2017/18 - 2020/21 Final Corporate Plan for resubmission to the Department for Communities (DfC) for approval to publish (Ministerial approval to publish being required under the MSFM).</p>	CX												
16.	<p><u>Ballee Stock Transfer Proposal - Outcome of Formal Consultation</u></p> <p>The Director of Asset Management spoke to the paper seeking approval for the outcome of the formal consultation exercise with the tenants and leaseholders on the Ballee Stock Transfer Proposal.</p> <p>The results of the tenant ballot were as follows:</p> <table border="1" data-bbox="363 1444 1181 1585"> <tbody> <tr> <td>Ballot Papers returned</td> <td>225</td> <td>57%</td> </tr> <tr> <td>In favour of the transfer proposal</td> <td>26</td> <td>12%</td> </tr> <tr> <td>Not in favour of the transfer proposal</td> <td>198</td> <td>88%</td> </tr> <tr> <td>Papers returned, no preference given</td> <td>1</td> <td>0%</td> </tr> </tbody> </table> <p>As noted in the Offer Document, the outcome of the tenant ballot is determined by a majority of those who returned their ballot papers. Therefore, a majority of 88%, i.e. 198 out of 225 responses, were opposed to the transfer proposal. Two objections to the proposed transfer were also received.</p> <p>In summary, it is considered that the formal consultation process satisfied the statutory requirements regarding consultation with the tenants on the transfer proposal, and demonstrated that a majority of tenants affected by the transfer proposal are opposed to it.</p>	Ballot Papers returned	225	57%	In favour of the transfer proposal	26	12%	Not in favour of the transfer proposal	198	88%	Papers returned, no preference given	1	0%	
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	<p>The Housing Executive and Triangle Housing Association had been working on the proposal, part of the transfer process involving a formal consultation exercise on the Housing Association's transfer proposals, culminating in a Tenant Ballot demonstrating support or rejection of the proposal. The stock transfer process was overseen by a Project Board made up of officers from the Housing Executive and Department for Communities.</p> <p>In response to an enquiry, the Director elaborated on the next steps associated with the outcome.</p> <p>RESOLVED: the Board approved the outcome of the formal consultation exercise for the Ballee Stock Transfer Proposal, and also noted that (1) the Chief Executive would write formally to the Department for Communities notifying them of the outcome; and (2) a further paper would be brought to the Board providing an update on costs following an evaluation.</p>	DAM / CX
	<p><u>INTERVAL</u></p>	
	<p>There was an interval at this point 11.20am. The meeting resumed at 11.30am and, with the exception of the Director of Asset Management, all previously present returned to their seats.</p>	
	<p><u>INFORMATION PAPERS</u></p>	
21.	<p><u>18th Annual Progress Report to the Equality Commission</u></p> <p>The paper informed the Board on the content of the annual progress submission to the Equality Commission on the implementation of the Housing Executive's Equality Scheme and Disability Action Plan. The annual submission is a requirement of our Equality Scheme associated with schedule 9, paragraph 4 (2) of the Northern Ireland Act 1998.</p> <p>RESOLVED: the Board noted the 18th Annual Progress Report for submission to the Equality Commission for Northern Ireland.</p>	DRS
22.	<p><u>2017 Continuous Tenant Omnibus Survey (CTOS)</u></p> <p>The paper advised the Board of the annual 2017 CTOS findings which provided an insight into customer circumstances, profiles and service opinions, including an in-depth understanding of the views of Housing Executive tenants. The findings also help to tailor services and shape future strategies around the needs of customers.</p>	

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	RESOLVED: the Board noted the findings of the 2017 Continuous Tenant Omnibus Survey and the response of Housing Services to these findings.	DHS
24.	<p><u>Update on Compliance, Health and Safety</u></p> <p>The monthly paper updated 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>The DLO Committee Chair, Mr Millar, referred to the RIDDOR table (item 8; page 508). He assured the Board that the NIHE Riddor incidents were not necessarily serious, being “reportable” if an employee took three days off work after a health and safety incident (including weekend days). Also, contractors were only required to report RIDDOR incidents to HSE, not NIHE, and there was the possibility that the number accredited to them was understated.</p> <p>RESOLVED: the Board noted the monthly update on compliance, health and safety.</p>	DAM
<u>DATE OF NEXT MEETING</u>		
<p>The 686th Board Meeting of the Northern Ireland Housing Executive will be held on Wednesday 31 October 2018, immediately following the Board Away Day (venue to be confirmed).</p>		

There being no further business the meeting concluded at 12.40 pm.

INTERIM CHAIR