

Housing Executive

MINUTES OF THE 713TH MEETING OF THE NORTHERN IRELAND HOUSING EXECUTIVE HELD ON WEDNESDAY 24 FEBRUARY 2021
COMMENCING AT 10AM VIA WEBEX

Professor Roberts welcomed everyone to the meeting and requested that all mobile devices be switched to silent.

	<p><u>PRESENT:</u></p> <table border="0"> <tr> <td>Professor P Roberts</td> <td>Chair (Boardroom)</td> </tr> <tr> <td>Mr J McMullan</td> <td>Vice Chair (Boardroom)</td> </tr> <tr> <td>Mr J McCall</td> <td>Board Member</td> </tr> <tr> <td>Mr D Wilson</td> <td>Board Member</td> </tr> <tr> <td>Mr C Welch</td> <td>Board Member</td> </tr> <tr> <td>Ms P Leeson</td> <td>Board Member</td> </tr> <tr> <td>Alderman A Bresland</td> <td>Board Member</td> </tr> <tr> <td>Councillor C Elattar</td> <td>Board Member</td> </tr> <tr> <td>Alderman A Grehan</td> <td>Board Member</td> </tr> <tr> <td>Councillor M Ruane</td> <td>Board Member</td> </tr> </table>	Professor P Roberts	Chair (Boardroom)	Mr J McMullan	Vice Chair (Boardroom)	Mr J McCall	Board Member	Mr D Wilson	Board Member	Mr C Welch	Board Member	Ms P Leeson	Board Member	Alderman A Bresland	Board Member	Councillor C Elattar	Board Member	Alderman A Grehan	Board Member	Councillor M Ruane	Board Member												
Professor P Roberts	Chair (Boardroom)																																
Mr J McMullan	Vice Chair (Boardroom)																																
Mr J McCall	Board Member																																
Mr D Wilson	Board Member																																
Mr C Welch	Board Member																																
Ms P Leeson	Board Member																																
Alderman A Bresland	Board Member																																
Councillor C Elattar	Board Member																																
Alderman A Grehan	Board Member																																
Councillor M Ruane	Board Member																																
	<p><u>IN ATTENDANCE:</u></p> <table border="0"> <tr> <td>Mr C Bailie</td> <td>Chief Executive</td> </tr> <tr> <td>Ms G Long</td> <td>Chief Executive Designate</td> </tr> <tr> <td>Mrs C McFarland</td> <td>Director of Finance, Audit & Assurance</td> </tr> <tr> <td>Mr D Moore</td> <td>Director of Corporate Services</td> </tr> <tr> <td>Mr P Isherwood</td> <td>Director of Asset Management</td> </tr> <tr> <td>Ms S McCauley</td> <td>Director of Regional Services</td> </tr> <tr> <td>Mr C McQuillan</td> <td>Director of Housing Services</td> </tr> <tr> <td>Mr J Blease</td> <td>Head of Corporate Communications</td> </tr> <tr> <td>Mrs K Smyth</td> <td>Secretariat Manager (Boardroom)</td> </tr> <tr> <td>Ms K McCullough</td> <td>Boardroom Apprentice</td> </tr> <tr> <td>Ms D Bagdonaite</td> <td>Housing Regulation Branch, DfC (Agenda Item 3)</td> </tr> <tr> <td>Ms T Crean</td> <td>Housing Regulation Branch, DfC (Agenda Item 3)</td> </tr> <tr> <td>Mr P Finucane</td> <td>Research Officer (Agenda Item 4)</td> </tr> <tr> <td>Mr T Dignan</td> <td>Ext. Research Eval. Consultant (Agenda Item 4)</td> </tr> <tr> <td>Mr K Megaw</td> <td>Assistant Director, Fin Dev (Agenda Item 14)</td> </tr> <tr> <td>Ms A Hickey</td> <td>Assistant Director, L & R (Agenda Item 4)</td> </tr> </table>	Mr C Bailie	Chief Executive	Ms G Long	Chief Executive Designate	Mrs C McFarland	Director of Finance, Audit & Assurance	Mr D Moore	Director of Corporate Services	Mr P Isherwood	Director of Asset Management	Ms S McCauley	Director of Regional Services	Mr C McQuillan	Director of Housing Services	Mr J Blease	Head of Corporate Communications	Mrs K Smyth	Secretariat Manager (Boardroom)	Ms K McCullough	Boardroom Apprentice	Ms D Bagdonaite	Housing Regulation Branch, DfC (Agenda Item 3)	Ms T Crean	Housing Regulation Branch, DfC (Agenda Item 3)	Mr P Finucane	Research Officer (Agenda Item 4)	Mr T Dignan	Ext. Research Eval. Consultant (Agenda Item 4)	Mr K Megaw	Assistant Director, Fin Dev (Agenda Item 14)	Ms A Hickey	Assistant Director, L & R (Agenda Item 4)
Mr C Bailie	Chief Executive																																
Ms G Long	Chief Executive Designate																																
Mrs C McFarland	Director of Finance, Audit & Assurance																																
Mr D Moore	Director of Corporate Services																																
Mr P Isherwood	Director of Asset Management																																
Ms S McCauley	Director of Regional Services																																
Mr C McQuillan	Director of Housing Services																																
Mr J Blease	Head of Corporate Communications																																
Mrs K Smyth	Secretariat Manager (Boardroom)																																
Ms K McCullough	Boardroom Apprentice																																
Ms D Bagdonaite	Housing Regulation Branch, DfC (Agenda Item 3)																																
Ms T Crean	Housing Regulation Branch, DfC (Agenda Item 3)																																
Mr P Finucane	Research Officer (Agenda Item 4)																																
Mr T Dignan	Ext. Research Eval. Consultant (Agenda Item 4)																																
Mr K Megaw	Assistant Director, Fin Dev (Agenda Item 14)																																
Ms A Hickey	Assistant Director, L & R (Agenda Item 4)																																
	<p><u>APOLOGIES:</u></p> <table border="0"> <tr> <td>Ms E Morgan</td> <td>CPANI Mentee</td> </tr> </table>	Ms E Morgan	CPANI Mentee																														
Ms E Morgan	CPANI Mentee																																

1.	<p><u>Welcome and Apologies</u></p> <p>The Chair welcomed everyone to the meeting, noted the apologies and advised that internal officers / external presenters would join the meeting at the relevant presentation times (with powerpoint presentations restricted to a 10 minutes timeframe). It was likely the agenda format would alter to facilitate remote participation at the accorded timeslots.</p> <p>The Chair noted that due to a conflicting engagement Mr Wilson would withdraw from the meeting early, and also that he had shared his views on the papers with the Chair in advance of the meeting.</p>	
		<u>Action</u>
2.	<p><u>Declarations of Interests</u></p> <p>There were no declarations of interest raised.</p>	
<u>PRESENTATIONS</u>		
3.	<p><u>PAPER - ANNUAL PRESENTATION: DfC Programme of Inspection Activity for year ending 31 March 2020 (attendance by Dovile Bagdonaite and Trudy Crean)</u></p> <p>The Chair welcomed the two Departmental Officials who, in line with the Memorandum of Understanding between DfC and NIHE, were present to update the Board on the DfC Annual Programme of Inspection Activity.</p> <p>The Chair thanked the DfC representatives for their attendance and they both withdrew from the meeting at 10.13am.</p>	
<u>MINUTES / MATTERS ARISING</u>		
5.	<p><u>Draft Minutes - the 712th Meeting of the Housing Executive Board held on Wednesday 27 January 2021</u></p> <p><u>RESOLVED:</u> on the proposal of Mr McCall, seconded by Mr McMullan, that the above Minutes be approved and signed as an correct record by the Chair.</p> <p><u>NOTED:</u> there were no matters arising from the Minutes raised for further discussion.</p>	

FORWARD WORK PLAN / ACTIONS BROUGHT FORWARD

6.	<p><u>PAPERS - (1) Actions Brought Forward; and (2) Board Work Plan (March 2021)</u></p> <p><u>NOTED:</u> the above items were taken as read.</p>	
----	---	--

TASK AND FINISH BUSINESS

7.	<p><u>TASK & FINISH GROUP BUSINESS: Ratified Minutes of the 17th Meeting of SP Progress & Scrutiny Group Meeting held on 13 January 2021</u></p> <p>Mr McCall summarised salient points from the above ratified Minutes.</p>	
----	--	--

COMMITTEE BUSINESS

8.	<p><u>DRAFT MINUTES - First Meeting (in Shadow Form) of the Asset Management and Maintenance Committee held on Monday 8 February 2021 (formerly DLO Committee Meeting)</u></p> <p>Mr Welch provided a synopsis of considerations from the first shadow meeting of the Asset Management and Maintenance Committee.</p>	
----	--	--

9.	<p><u>DRAFT MINUTES - First Meeting (in Shadow Forms) of the Finance & Operational Performance Committee held on Wednesday 11 February 2021</u></p> <p>Mr Wilson provided a synopsis of considerations from the first shadow meeting of the Finance & Operational Performance Committee.</p>	
----	---	--

4.	<p><u>PRESENTATION & PAPER: (1) Housing Market Analysis; (2) Paper - Strategic Housing Market Assessment for Belfast and Derry and Strabane Housing Market</u></p> <p><u>RESOLVED:</u> the Board - (1) noted the paper as a 'Work in Progress'; and (2) agreed to facilitate a further session to fully consider the strategic in order to inform an updated paper for presentation to the April Board Meeting.</p>	
----	---	--

CHAIR'S BUSINESS

10.

Chair's Business (Verbal Report)

The Chair reported on a range of matters, including:

- *Environmental Working Group*
- *Independent Reference Group*
- *Human Rights, Equalities and Diversity Workshop*
- *IOSH Health & Safety Training*

The Chair reported on his list of engagements during February 2021 and also noted correspondence with the Minister.

NOTED.

HOUSING COUNCIL

11.

STANDING ITEM: Housing Council - Monthly Update

The Chair invited the Housing Council Members to update the Board on any relevant matters arising from the last Housing Council Meeting.

Councillor Elattar overviewed the agenda content drawing particular attention to the presentation received on "Fundamental Review of Housing Allocations", which was felt extremely useful and welcomed by all Housing Council Members.

NOTED.

CHIEF EXECUTIVE'S BUSINESS

12.

Chief Executive - Emerging Issues

The Chief Executive confirmed he had nothing additional to report outside of the agenda content.

APPROVAL PAPERS

13.

PAPER - Performance Monitor at the end of January 2021

The Chief Executive spoke to the paper updating the Board of Performance against the one-year business plan.

PAPER NOTED.

14(a).	<p><u>PAPER - Monthly Finance Report as at 31 January 2021</u></p> <p>RESOLVED: the Board approved the financial position as at 31 January 2021 and the actions planned and underway to address significant issues.</p>	
14(b).	<p><u>PRESENTATION: Full Draft Budget Submission 2021/22 (attendance by Keith Megaw)</u></p> <p>RESOLVED: the Board - (1) welcomed and approved the draft budget submission 2021/22 for onward submission and approval from the Department for Communities; and (2) noted that a detailed presentation would be given to the next Shadow Meeting of the Finance & Operational Performance Committee.</p>	
15.	<p><u>PAPER - Settlement proposal with W H Stephens</u></p> <p><u>PAPER APPROVED.</u></p>	
16.	<p><u>PAPER - Contract Award for Provision of Insurances (T1571)</u></p> <p><u>PAPER APPROVED.</u></p>	
17.	<p><u>PAPER - Project Proposals and Quotation Report ECM Lower Woodburn 22.78.0055</u></p> <p><u>PAPER APPROVED.</u></p>	
18.	<p><u>PAPER - Economic Appraisal for Rathmoyne House and Coolmoyne House Belfast - 26.01.2021</u></p> <p><u>PAPER APPROVED SUBJECT TO AMENDMENTS AGREED BY BOARD,</u> and also subject to approval from the Department for Communities once submitted.</p>	
	<p><u>PAPER - Economic Appraisal for 7 Upper Suffolk Road, Belfast</u></p> <p><u>PAPER APPROVED,</u> also subject to approval from the Department for Communities.</p>	
20.	<p><u>PAPER - Approval for External Cyclical Maintenance (ECM) Scheme number 10.78.0073 at Lismore/Oakland Park, Strabane</u></p> <p><u>PAPER APPROVED.</u></p>	

21.	<u>PAPER - CT062(b) - Major Adaptations</u> <u>PAPER APPROVED.</u>	
22.	<u>PAPER - 2020 Home Energy Conservation Authority (HECA) Annual Progress Report</u> <u>PAPER APPROVED</u> , to be submitted to the Department for Communities.	
23.	<u>PAPER - Sale of Land at Posnett Street South, Belfast</u> <u>PAPER APPROVED.</u>	
24.	<u>PAPER - Approval to publish Older People's Housing Strategy 2021/22 - 2026/27 following consultation period</u> <u>PAPER APPROVED.</u>	
25.	<u>PAPER - The Housing Executive's 'draft' response to The Executive Office consultation on the new Programme for Government Draft Outcome for 2021</u> <u>RESOLVED:</u> the Board agreed that any further comments from Members in relation to the draft paper could be submitted by email to the Director of Corporate Services in advance of Friday 12 March 2021. <u>NOTED:</u> the paper would also be considered further by the Finance & Operational Performance Committee at the next Shadow Meeting on 10 March 2021, and also the Executive Team, prior to coming back to Board in March.	
26.	<u>PAPER - Draft one year Corporate and Business Plan layout 2021/22</u> <u>PAPER APPROVED.</u>	
<u>INFORMATION PAPERS</u>		
27.	<u>PAPER - Compliance Health & Safety Monthly Update December 2020 & January 2021</u> <u>PAPER NOTED.</u>	
28.	<u>PAPER - Social Enterprise Plus Programme awards</u> <u>PAPER NOTED.</u>	

29.	<p><u>PAPER - Core Landlord Activities Benchmarking 2019/20</u></p> <p><u>PAPER NOTED.</u></p>	
30.	<p><u>PAPER - Programme Management Steering Group Update</u></p> <p><u>PAPER NOTED.</u></p>	
31.	<p><u>PAPER - Supporting People Programme Update</u></p> <p><u>PAPER NOTED.</u></p>	
32.	<p><u>Any Other Business</u></p> <p>A brief discussion took place regarding the 50th Anniversary Celebration plans.</p> <p>There was no other business raised.</p>	
33.	<p><u>Date of Next Meeting</u></p> <p>The next meeting of the Board was scheduled for Wednesday 31 March 2021 at 10am via Webex.</p>	

The Chair welcomed the presentations at today's meeting and the informative discussions that followed. He hoped that everyone, and their families, continued to stay safe and well during the Pandemic.

There being no further business the Chair thanked everyone for their attendance and the meeting concluded at 12.55pm.

CHAIR