

MINUTES OF THE 692ND MEETING OF THE NORTHERN IRELAND HOUSING EXECUTIVE HELD ON WEDNESDAY 24 APRIL 2019 COMMENCING 10AM IN THE BOARDROOM, 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><u>PRESENT</u></p> <p>Professor P Roberts Chair Mr John McMullan Vice-Chair Mr K Millar Board Member Mr D Wilson Board Member Alderman B Keery Board Member Councillor C Elattar Board Member</p>
	<p><u>IN ATTENDANCE</u></p> <p>Mr C Bailie Chief Executive Mrs C McFarland Director of Finance, Audit & Assurance Mr C McQuillan Director of Housing Services Ms S McCauley Director of Regional Services Mr P Craig Head of Procurement Mr J Blease Head of Communications & Secretariat Mrs K Smyth Secretariat Manager Mr D Collins Boardroom Apprentice</p>
	<p><u>APOLOGIES</u></p> <p>Mr J McCall Board Member Councillor P Brett Board Member Mr P Isherwood Director of Asset Management</p>
	<p>The Chair welcomed everyone to the meeting and noted the above apologies, including one from Paul Price (DfC) who had confirmed he would observe the May Board meeting. In particular the Chair conveyed a warm welcome to the newly appointed Vice Chair, John McMullan, this being his first Board Meeting. He paid tribute to the contribution of the outgoing Vice-Chair, Greg Lomax, and confirmed he would correspond with him to recognise his service to the Board.</p> <p>Members also congratulated Professor Roberts on his recent appointment to Chair, having held the role of Interim Chair since the former Chair's retirement.</p> <p>Referring to the Regional Visit in March, the Chair informed the Board that the "Homeless Tenant Starter Pack" was on display in the vacant office adjacent to the Secretariat Team for their perusal during the interval. Having already viewed the pack, he commended officers on the extensive content of housing products contained therein and suggested to the Director of Housing Services that the 'Halogen' light bulbs be replaced with 'LED' ones. The Director of Housing Services welcomed the suggestion and also highlighted that the cost of each pack, which was in the region of £195, was very good value.</p>

		<u>Action</u>
1.	<p><u>DECLARATIONS OF INTEREST</u></p> <p>None.</p> <p>The Chair took a moment to remind all present of best practice in dealing with conflicts of interest. Confirmation was also given that the newly appointed Vice-Chair had completed and submitted his Annual Declaration of Interest proforma to Secretariat.</p>	
<u>MINUTES AND MATTERS BROUGHT FORWARD</u>		
2.	<p><u>DRAFT MINUTES - the 691st Meeting of the Housing Executive Board held on Wednesday 27 March 2019</u></p> <p><u>RESOLVED:</u> on the proposal of Mr Millar, seconded by Mr Wilson, that the above Minutes be approved and signed as an accurate record by the Chair.</p>	CHAIR
3.	<p><u>PAPERS - Board Matters Arising/Brought Forward & Forward Work Plan</u></p> <p>There were no matters raised by Members.</p> <p><u>PAPERS NOTED.</u></p>	
<u>HOUSING COUNCIL BUSINESS</u>		
4.	<p><u>Housing Council Business - Monthly Update</u></p> <p>Councillor Elattar explained that there was no monthly business to report as no further Housing Council meetings were scheduled to take place until following the Local Government Election on 2 May 2019.</p> <p>The Annual General Meeting would be scheduled for early June 2019, which the Chair remarked he hoped to attend. He added that each of the Housing Council Members would be standing down as of 1 May 2019, and the appointments process for the four statutory replacements would immediately follow the Housing Council's Annual General Meeting.</p> <p><u>NOTED.</u></p>	

	<p>Mr Wilson enquired with regard to the original target for Homelessness and the Chief Executive confirmed it was based on the number of presenters, which the Housing Executive was unable to control. Mr Wilson remarked that the programme assessment could potentially be bad, yet the target milestone had been met. The Director of Housing Services elaborated on previous unrealistic targets, increased housing stress, limited resources and difficulties with access to the private rented sector. Mr Wilson further suggested that the narrative/wording be amended to “<i>demonstrate improvement or Action on the Plan</i>”, otherwise the Housing Executive could be guilty of self-assessing itself.</p> <p>RESOLVED: the Board (1) approved the 2019/20 draft One Year Business Plan and reporting arrangements outlined within the paper to allow for the new business year to commence subject to incorporating the above caveat requested by the Chair and the above revised wording suggested by Mr Wilson; and (2) noted that when targets were finalised a further paper would be submitted to the Board prior to being forwarded for Departmental approval.</p>	<p>CX / DCS</p>
<p>6.</p>	<p><u>PAPER - Economic Appraisal for Ross Street Flats and Houses, Belfast</u></p> <p>The Head of Procurement spoke to the paper seeking approval for the Economic Appraisal for two blocks of flats and townhouses at Ross Street, Lower Falls, West Belfast. The Economic Appraisal, if approved by Board, was also subject to approval from the Department for Communities in accordance with the Dossier of Controls.</p> <p>The Chair confirmed he had visited Ross Street on several occasions with officers and community representatives, and a further visit was scheduled for tomorrow.</p> <p>Members asked for clarification on the changes incorporated following the points raised by Members at previous meetings. Officers drew attention to section 2.1 (page 139) and Appendix 3 (page 151).</p> <p>Discussion ensued and for clarity purposes, the Chair reiterated the undernoted issues previously raised by Members which were fundamental in the overall design solution for Ross Street -</p> <ul style="list-style-type: none"> • Higher density - every effort should be made to maintain the existing number of dwelling units or provide an even greater number of units; this is important given the level of housing need and housing stress in the area; • Secured by design - the scheme should address the anti-social behaviour currently evident in the area; 	

	<ul style="list-style-type: none"> • Set in the context of broader regeneration - the scheme should offer a higher standard of urban design than the initial proposal; should also enhance the character of the area. <p>During discussion the Chief Executive explained that Radius Housing Association would consult with the Housing Executive and local community on the design solution.</p> <p>RESOLVED: the Board (1) approved the Economic Appraisal for Ross Street Flats/Houses, Belfast and its onward submission to the Department for Communities for approval; (2) undertook to keep a close interest in the design of the proposed new build scheme and looked forward to contributing to the consultation exercise in due course.</p>	DAM
7.	<p><u>PAPER - Annual report on Safeguarding Policy</u></p> <p>The Director of Regional Services spoke briefly to the paper and also confirmed that she had been nominated as “Safeguarding Champion” for the Housing Executive. The paper reported on the operation of the Corporate Safeguarding policy in the Housing Executive and is in compliance with the NI Audit Safeguarding Partnerships guidelines on Safeguarding Policy.</p> <p>The Vice-Chair enquired if the policy had been benchmarked against other policies and was fit for purpose. The Director of Regional Services confirmed the Corporate Safeguarding Policy had been subject to both equality screening and a rural needs impact assessment, and it was her understanding that it complied with best practice.</p> <p>RESOLVED: the Board approved the first Annual Corporate Safeguarding Champions report.</p>	DRS
	<u>INFORMATION PAPERS</u>	
8.	<p><u>PAPER - DfC Final Inspection Report - NIHE - Debt Prevention and Recovery (April 2019)</u></p> <p>The information paper, circulated for the Board’s information, confirmed receipt of a final Inspection Report for Debt Prevention and Recovery from DfC and included the detailed findings. The overall assurance rating for this business area was ‘satisfactory’.</p> <p><u>PAPER NOTED.</u></p>	CX

9.	<p><u>PAPER - Annual Complaints Performance Report 2018/19</u></p> <p>The Chief Executive spoke briefly to the information paper advising the Board on the Housing Executive's complaints performance during 2018/19 and elaborated on the associated complexities, and particularly customer expectations. He also highlighted the lessons learned and service improvements which resulted.</p> <p>The Director of Housing Services took the opportunity to emphasise the volume of phone calls, which were in the region of 600k per annum, including organisational transactions which totalled over a quarter of a million.</p> <p>The Chair commended officers on the overall outcome and remarked that 'workmanship' and 'staff attitude' were potential areas for targeted improvements. Referring to repairs / maintenance Mr Millar, as Chair of the DLO Committee, highlighted the massive fall off between first and second stage complaints.</p> <p>There were no questions arising.</p> <p><u>PAPER NOTED.</u></p>	CX
10.	<p><u>PAPER - Monthly Compliance Health and Safety Assurance Report</u></p> <p>The monthly information paper provided the Board with an update on compliance, health and safety and also an assurance that any outstanding issues identified within the paper were being addressed by the Compliance, Health and Safety Department.</p> <p><u>PAPER NOTED.</u></p>	DAM
<u>ANY OTHER BUSINESS</u>		
11.	<p><u>Any Other Business</u></p> <p>There was no other business raised.</p> <p>The Chair took the opportunity to convey his appreciation to each of the four Housing Council representatives on the Board for their dedication and commitment during their four year term. He wished each the very best of luck in the forthcoming Local Government Election on 2 May 2019.</p>	

DATE OF NEXT MEETING

The 693rd Board Meeting of the Northern Ireland Housing Executive was scheduled to take place on **Wednesday 29 May 2019 at 10am** in the Boardroom, The Housing Centre, 2 Adelaide Street, Belfast (*Private Meeting commencing 9.30am*).

There being no further business the meeting concluded at 12.30pm.

CHAIR