

**MINUTES OF THE 740TH BOARD MEETING OF THE NORTHERN IRELAND HOUSING
EXECUTIVE HELD ON WEDNESDAY 26 JUNE 2024 AT 10:00 IN THE HOUSING
CENTRE, BELFAST**

PRESENT:

Mrs N Lappin	Chair
Mr J McMullan	Vice Chair
Ald K Kerrigan	Board Member
Mrs P Leeson	Board Member
Mr J McCall	Board Member
Mr C Welch	Board Member

IN ATTENDANCE:

Ms G Long	Chief Executive
Mrs C McFarland	Director of Finance, Audit and Assurance
Mrs J Hawthorne	Director of Housing Services
Mr P Isherwood	Director of Asset Management
Mr D Moore	Director of Corporate Services
Ms E Newberry	Interim Director of Regional Services
Mr J Blease	Head of Corporate Communications
Mr E Jones	Risk and Governance Manager
Mr A Noble	Board and Committee Support Manager (minutes)
Ms L Quinn	Financial Accounting Manager (for item 5.1 virtually)
Ms J Jennings	Financial Planning Manager (for item 5.2)
Mr L Agnew	Acting Head of Legal Services (for item 5.3)
Mr I Orr	Procurement Programme Delivery Manager (for item 6.4)

1.	<p>Welcome and Apologies</p> <p>The Chair welcomed everyone to the meeting and noted apologies from Cllr McCusker and Mr Wilson. The Chair updated Members on the Board composition following the resignation of Cllr Mallaghan due to his candidacy in the upcoming General Election, as advised by DfC. The Chair highlighted the Department is aware the Board currently has two vacancies and is considering the next steps for recruitment from the Housing Council.</p> <p>The Chair noted that the meeting was being recorded for the purposes of factual accuracy of the minute in line with the agreed protocol, confirming the recording is deleted when the minutes are ratified.</p>
2.	<p>Declarations of Interest</p> <p>The Chair reminded Members of the need to declare any interests for any agenda item as appropriate during the course of the meeting. None were declared.</p>
3.	<p>BOARD BUSINESS</p> <p>3.1 Draft Minutes - 739th Board Meeting on Wednesday 24 April 2024</p> <p><u>RESOLVED:</u> the Board approved the draft minutes of the 739th Board Meetings as an accurate record for signing by the Chair.</p> <p>3.2 Matters arising from previous meeting Matters arising were noted and referred to in the actions brought forward list.</p> <p>3.3 Actions Brought Forward Members noted the actions brought forward list and progress made on actions. The Chair proposed to remove previously completed actions and to refine the process of how actions are recorded going forward.</p>
4.	<p>STANDING ITEMS</p> <p>4.1 Chair's Business</p> <p>The Chair highlighted the vacancy on the Asset Management and Maintenance Committee following Cllr Mallaghan's resignation. The Chair noted discussions with Members and recommended the following appointments:</p> <ul style="list-style-type: none"> • Mr McCall – Asset Management and Maintenance Committee • Mr Welch – Resources and Performance Committee

	<p><u>RESOLVED:</u> the Board:</p> <p>a) Appointed Mr McCall as a Member of the Asset Management and Maintenance Committee; and</p> <p>b) Appointed Mr Welch as a Member of the Resources and Performance Committee.</p> <p>The Chair highlighted that the ongoing Board vacancies continue to present challenges to the operation of the Committees and in particular having a quorum, noting the Resources and Performance Committee was inquorate at its June meeting. The Chair sought Board approval to amend the Terms of Reference for all Board Committees in terms of quorum.</p> <p><u>RESOLVED:</u> the Board agreed to amend the Terms of Reference for all Committees to reduce to the Committee quorum from three Board Members as it currently stands to two Board Members.</p> <p>The Chair updated Members on the August residential in Derry/Londonderry, noting officers are drafting an itinerary. In addition to referring to the summary of recent engagements and correspondence available in the Review Room, the Chair highlighted an invitation to speak at the Architects of Change Graduation ceremony at Coleraine University and the Charity Golf Day in aid of Age NI. The Chair noted the recent Bi-Annual Audit & Assurance Meeting with the Vice-Chair and Department and wished to extend an invite to Minister Gordon Lyons to attend a future Board meeting.</p> <p>4.2 Chief Executive's Report</p> <p><u>NOTED.</u></p>
<p>5.</p>	<p>STRATEGIC BUSINESS</p> <p>5.1 Annual Report and Accounts 2023/2024</p> <p><u>APPROVED.</u></p> <p>5.2 Indicative Allocations 2024/2025</p> <p><u>NOTED.</u></p> <p>5.3 Leasehold Reform and Leasehold Deferred Payment Arrangements for Planned Schemes and Improvement Works</p> <p><u>APPROVED.</u></p>

	<p>5.4 Branding Update</p> <p>NOTED.</p>
6.	<p>APPROVAL PAPERS</p> <p>6.1 Finance Report</p> <p><u>APPROVED.</u></p> <p>6.2 Organisational Performance Monitor</p> <p><u>APPROVED.</u></p> <p>6.3 Quarterly Assurance Statement – Quarter ending 30 June 2024</p> <p><u>APPROVED.</u></p> <p>6.4 Contract Award – CTO139 Response Maintenance and Improvement – North Region West and Causeway Area</p> <p><u>APPROVED.</u></p> <p>6.5 Improvement Works at Moyle Walk / Kilwarlin Walk, Belvoir Park Estate, Belfast – Project No. 25.84.0093</p> <p><u>APPROVED.</u></p>
7.	<p>NOTING PAPERS</p> <p>7.1 Financial Inclusion Strategy 2023-28 Year One Review</p> <p><u>DEFERRED.</u></p>
8.	<p>COMMITTEE BUSINESS</p> <p>8.1 Verbal Briefing from Audit, Risk and Assurance Committee Chair</p> <p>8.2 Briefing from Asset Management and Maintenance Committee Chair</p>

	<p>8.3 Briefing from Resources & Performance Committee Chair</p> <p>8.4 Briefing from Tenant & Customer Services Committee Chair</p> <p>NOTED.</p>
9.	<p>Any Other Business</p> <p>No items of business were identified.</p>
10.	<p>Date of Next Meeting</p> <p>The Chair confirmed that the next meeting on Wednesday 28 August 2024 will include a Board residential and away day in Derry/Londonderry.</p> <p>The meeting ended at 13.25.</p> <p>The Chair advised Members a Corporate Strategy Workshop was scheduled following the meeting.</p>