

**MINUTES OF THE 744TH BOARD MEETING OF THE NORTHERN IRELAND HOUSING
EXECUTIVE HELD ON WEDNESDAY 11 DECEMBER 2024 AT 09:30 IN THE
BOARDROOM, 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
Mr D Wilson	Board Member

IN ATTENDANCE:

Ms G Long	Chief Executive
Mrs C McFarland	Director of Finance, Audit and Assurance
Mr D Moore	Director of Corporate Services
Ms E Newberry	Director of Strategic Housing Authority
Mr P Isherwood	Director of Asset Management
Mrs J Hawthorne	Director of Housing Services
Mr J Blease	Head of Corporate Communications
Mr A Kennedy	Assistant Director, Asset Strategy (items 6.4 and 6.5)
Mr E Jones	Risk and Governance Manager
Mr A Noble	Board and Committee Support Manager (Minutes)

1.	<p>Welcome and Apologies</p> <p>The Chair welcomed everyone and noted that the meeting was being recorded for the purposes of factual accuracy 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 at this stage.</p>
3.	<p>BOARD BUSINESS</p> <p>3.1 Draft Minutes – 742nd Board Meeting on Wednesday 30th October and 743rd Board Meeting on Thursday 14th November 2024</p> <p><u>RESOLVED:</u> the Board approved the draft minutes of the 742nd and 743rd Board Meetings as an accurate record for signing by the Chair</p> <p>3.2 Matters arising from previous meeting</p> <p>Matters arising were noted and referred to in the actions brought forward list.</p> <p>3.3 Actions Brought Forward</p> <p>Members noted the actions brought forward list and progress made on actions.</p> <p>NOTED.</p>
4.	<p>STANDING ITEMS</p> <p>4.1 Chair's Business</p> <p>The Chair:</p> <ul style="list-style-type: none"> • Updated Members on the recruitment process of the vacant NI Housing Council Board positions, remaining hopeful that appointments will be made on 1st January, subject to DfC and Ministerial approvals. The recruitment process for the future Board public appointments will commence in the New Year as 2 Members' terms end in May 2025. • Sought approval for an updated Board Member's Code of Conduct as part of the annual review, noting tracked amendments to the conflicts of interest

	<p>section, to include relevant examples (5.4 and 5.5) and reference to exclusions to membership (4.18).</p> <ul style="list-style-type: none"> • Acknowledged the Customer Service Excellence results, highlighting an organisational best achievement in receiving 29 Compliance Plus elements. • Noted her attendance at the recent biannual assurance meeting with DfC and relayed the positive feedback received to the Board for holding an additional meeting in November due to DfC's timescales. • Clarified that she was an apology for the Bank of England NI Agency November Monetary Policy Briefing Event as outlined in the Chair's Engagements list. <p><u>RESOLVED:</u> Board approved the revised Board Member's Code of Conduct.</p> <p><u>NOTED.</u></p> <p>4.2 Chief Executive's Report</p> <p><u>NOTED.</u></p>
5.	<p>STRATEGIC BUSINESS</p> <p>5.1 Social Housing Development Programme (SHDP) 2024/25 Delivery Update and Draft 3-Year SHDP 2025/26 – 2027/28</p> <p><u>APPROVED.</u></p> <p>5.2 Community Safety Strategy 2025-2030</p> <p><u>APPROVED.</u></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>

6.3 Proposed 2025/26 Annual Rent Increase for Unattached Garages

APPROVED.

6.4 Business Case for 22 & 24 James Street, Ballymena

APPROVED.

6.5 Business Case – Abbotscoole House, Rathcoole, Newtownabbey

APPROVED.

**6.6 Approval to Modify: CTO97 Response Maintenance Lot 1 - North Region:
South Antrim**

APPROVED.

**6.7 Approval to award for T1672 - Supply and Delivery of Homeware and Home
Appliance Bundles (Home Starter Packs).**

APPROVED.

**6.8 Termination of Supporting People Grant funding to Council for Social
Witness' Topley Terrace supported service**

APPROVED.

6.9 Quarterly Assurance Statement – Q3 2024/25

APPROVED.

6.10 Risk Management Policy

APPROVED.

6.11 Board Standing Orders and Scheme of Delegations Annual Review

APPROVED.

7.	<p>NOTING PAPERS</p> <p>7.1 Tenancy Fraud Update</p> <p><u>NOTED.</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><u>NOTED.</u></p>
9.	<p>Any Other Business</p> <p>Members noted other business discussed.</p> <p>The Chair wished to pay tribute to our resident beekeeper Mr. McClean who recently won the President's Award at the Northern Ireland Amenity Council Awards. The Chair suggested that Directors to consider nominating any members of staff in order that the Chair can acknowledge any successes on behalf of the Board going forward.</p> <p><u>NOTED.</u></p>
10.	<p>Date of Next Meeting</p> <p>The Chair confirmed that the next meeting would be on Wednesday 26th February 2025 in the Boardroom, Housing Centre.</p> <p>The meeting ended at 12:55.</p>