

MINUTES OF THE 689TH MEETING OF THE NORTHERN IRELAND HOUSING EXECUTIVE HELD ON WEDNESDAY 23 JANUARY 2019 COMMENCING 10AM IN THE BOARDROOM, 2 ADELAIDE STREET, BELFAST BT2 8PB (PRIVATE MEETING 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 Interim Chair Mr G Lomax Interim Vice Chair Mr K Millar Board Member Mr J McCall Board Member Mr D Wilson Board Member Alderman B Keery Board Member Councillor H Legge Board Member Councillor P Brett Board Member Councillor C Elattar Board Member</p>
	<p><u>IN ATTENDANCE</u></p> <p>Mr C Bailie Chief Executive Mr P Isherwood Director of Asset Management Mrs C McFarland Director of Finance, Audit & Assurance Mr C McQuillan Director of Housing Services MS S McCauley Director of Regional Services Mr J Blease Head of Communications & Secretariat Mr A Kennedy Assistant Director (Asset Management for Asset Strategy) Mr I McCrickard Assistant Director (Housing) Mr D Collins Boardroom Apprentice Mrs K Smyth Secretariat Manager</p>
	<p><u>APOLOGIES</u></p> <p>None.</p>
	<p>The Interim Chair welcomed everyone to the meeting and advised that, due to the weather conditions, Councillor Elattar would be joining the meeting via 'Spider Phone'. Once live contact via phone was secured, the Interim Chair conveyed a warm welcome to Councillor Elattar on her return from sick leave.</p>
1.	<p><u>DECLARATIONS OF INTERESTS</u></p> <p>Mr Collins (Boardroom Apprentice) declared an interest, confirming he had recently changed employment and now worked for NIPSA (although did not conduct any public sector duties/responsibilities within this new role). He added his Annual Declaration of Interest proforma had been updated accordingly.</p> <p>The Interim Chair congratulated Mr Collins on his new role and reminded all present of best practice in dealing with conflicts of interest.</p>

		<u>Action</u>
2.	<p><u>Housing Council Business - Monthly Update</u></p> <p>An update was shared by the Housing Council Representatives on the business conducted at the monthly Housing Council meeting and associated presentations. In particular, attention was drawn to the plight of tenants/constituents affected by debt associated with Universal Credit, and the clear uniformity of opinion that the Department for Communities (also represented at the meeting) should do all they can to ensure the Housing Executive and their clients were not disadvantaged. Accordingly, the Housing Council had undertaken to submit a letter to DfC.</p> <p>The Chief Executive also highlighted the recent release of the Northern Ireland Audit Office publication on Welfare Reform, copies of which would be circulated to Board Members.</p> <p>In addition, Housing Council Minutes would continue to be circulated to all Board Members for their information following ratification.</p> <p><u>NOTED.</u></p>	SEC
3.	<p><u>PAPER - Risk Management Strategy and Policy Annual Review</u></p> <p>The Director of Finance, Audit and Assurance spoke to her paper outlining the proposed amendments to the Risk Management Strategy and Policy documents. She summarised key changes and also confirmed that no material changes were proposed within the paper.</p> <p>There were no questions arising.</p> <p><u>RESOLVED: the Board approved the updates to the Risk Management Strategy and Policy documents as circulated.</u></p>	DoFAA
4.	<p><u>PAPER - 2017/18 Home Energy Conservation Authority (HECA) Annual Progress Report (Draft)</u></p> <p>The Director of Regional Services spoke to the paper seeking approval for the publication of the Annual Home Energy Conservation Authority (HECA) Progress Report 2018. Under the Home Energy Conservation Act (1995), the Housing Executive was required to provide an Annual Progress Report to the Department for Communities, identifying energy conservation measures that are intended to produce significant improvements in the energy efficiency of the housing stock. The Director also recognised the collective efforts across the organisation in producing the document.</p> <p>Mr Wilson remarked it was a very comprehensive report. This was</p>	

	<p>endorsed by the Interim Chair, who asked the Head of Communications to promote its publication as a good news story.</p> <p><u>RESOLVED:</u> the Board approved the publication of the Annual HECA Progress Report 2017/18 to the Housing Executive Website, and also its onward submission to DfC.</p>	<p>HC&S</p> <p>DRS</p>
	<u>INFORMATION PAPERS</u>	
5.	<p><u>Discussion Session - Housing Executive Future Prospectus</u></p> <p>Owing to time constraints, the Interim Chair suggested the item be added to the March Away Day Programme and this was agreed.</p> <p><u>NOTED.</u></p>	<p>SEC</p>
6.	<p><u>PAPER - Monthly Update - Compliance, Health and Safety</u></p> <p>The Director of Asset Management spoke briefly to the paper providing a monthly update on Compliance/Health & Safety and to provide assurance that any outstanding issues identified within the paper were being addressed by the Compliance, Health & Safety Department. He expressed some concern associated with solid fuel (glass front or open fires) which posed a greater risk to the organisation. He assured the Board that officers were doing as much as possible and also highlighted the Housing Executive did not have a statutory right of entry.</p> <p><u>RESOLVED:</u> the Board noted the update on Compliance/Health & Safety and asked the Director to pursue the possibility of gaining a 'right of entry' with the Head of Legal Services.</p>	<p>DAM</p>
	<u>ANY OTHER BUSINESS</u>	
7.	<p><u>National Housing Maintenance Forum Awards</u></p> <p>The Director of Asset Management was pleased to confirm receipt of two Awards from the National Housing Maintenance Forum, namely, "Best Apprentice Scheme (Graduate Programme)" and "Best Overall Delegate Choice" at their Annual Awards Ceremony held on Tuesday 22 January 2019 in the Hilton, Birmingham.</p> <p>Congratulations were conveyed from the Board and Chief Executive to all involved and the Director undertook to convey these sentiments accordingly.</p>	<p>DAM</p>

DATE OF NEXT MEETING

The 690th Board Meeting of the Northern Ireland Housing Executive was scheduled for **Wednesday 27 February 2019** in the Boardroom, 2 Adelaide Street, Belfast (*Private Meeting commencing 9.30am*).

There being no further business the meeting concluded at 1.05pm.

INTERIM CHAIR