



# Hackney Homes Ltd

ITEM: 4

**PART A** Minutes of Board of Directors, held at Christopher Addison House, 72 Wilton Way, Hackney E8 1BJ

On 3<sup>rd</sup> December 2007 at 6.30PM

Present	<p><b>Board Members</b></p> <p>Rupert Tyson (Chair)          Afolasade Bright          Alice Burke          Jonathan McShane          Feryat Demirci          Marie Photiou          David Larkin          Danny Sutcliffe          Brian Marsh          Linda Kelly          Asim Bhattacharyya</p>	<p style="text-align: center;"><input type="checkbox"/></p> <p><b>Officers</b></p> <p>Susmita Noonan          Gary Penticost          Neil Isaac          Nilavra Mukerji          Pat Ronayne          Robin Smith</p> <p><b>Stakeholder Representative</b>          Stephen Tate</p>	<p><b>Observer</b></p> <p>Ann Lucas</p>
---------	--	--	---

Item	Part A – Open to the Public	Action	Date
<b>1. Welcome / Apologies / Information Introductions</b>	<p>Apologies were received from Audrey Villas.</p> <p>Samantha Lloyd did not attend.</p> <p>The following individuals were introduced to the Board:</p> <ul style="list-style-type: none"> <li>• Ann Lucas – Facilitator;</li> <li>• Jonathan Gath – Interim Governance Administrative Assistant;</li> <li>• Natalie – Shaw Cameron – Interim Governance Officer.</li> </ul>		

## Hackney Homes Ltd

ITEM: 4

**PART A** Minutes of Board of Directors, held at Christopher Addison House, 72 Wilton Way, Hackney E8 1BJ

On 3<sup>rd</sup> December 2007 at 6.30PM

<b>2. Declarations of Interest</b>	None.		
<b>3. Questions received from the public</b>	None.		
<b>4. Minutes of 12<sup>th</sup> November 2007 – Part A and matters arising</b>	<p>Agreed.</p> <p>Matters Arising – Susmita Noonan advised that:</p> <ul style="list-style-type: none"> <li>Rupert Tyson and Alice Burke had attended a recent Star Chamber Performance Meeting in which Hackney Homes' complaints and Board Member Enquiries were analysed. Susmita Noonan stated that the complaints and Board Member Enquiries would be evidenced in the January 2008 Hackney Homes Performance Report.</li> </ul>	SN / JB / VP / AJ	21 <sup>st</sup> Jan 08
<b>5. Chief Executive's Report</b>	<p>The Chief Executive (Interim) and the senior management of Hackney Homes answered questions from the CEO's Report:</p> <ul style="list-style-type: none"> <li>Susmita Noonan (paragraph 3.2) – requested Board Member volunteers for the Hackney Homes Star Chamber Panels for repairs, voids, antisocial behaviour, complaints and rent. Susmita Noonan stated that the times/venue of these meeting would be arranged in conjunction with Board Members;</li> <li>Neil Isaac (paragraph 4.1) – confirmed that Hackney Homes had offered the position of Independent Board Member to an individual and that further interviews would be conducted to find another Independent Board Member;</li> </ul>	<p>SN / Gov Team</p> <p>NI / DOC</p>	<p>By Jan 08</p> <p>By Jan 08</p>



## Hackney Homes Ltd

ITEM: 4

**PART A** Minutes of Board of Directors, held at Christopher Addison House, 72 Wilton Way, Hackney E8 1BJ

On 3<sup>rd</sup> December 2007 at 6.30PM

	<ul style="list-style-type: none"> <li>Robin Smith (paragraph 7.2) – confirmed that there was a delay concerning the Woodberry Down Project (the old school site). However, an application might be decided upon in January 2008 and work should begin, pending the issue of planning permission, about three months thereafter (possibly Spring 2008);</li> <li>Robin Smith (paragraph 7.4) – confirmed that Hackney Council's preferred option was that a new Academy be placed at the Woodberry Grove North site.</li> </ul>	RS	
<b>6. Hackney Homes Performance – October 2007</b>	Noted.	RS / LBH	
<b>7. Alcohol &amp; Substance Misuse Policy</b>	The Board noted this report and approved the policy.		
<b>8. ICT Policies;</b> <b>(a) ICT Security Policy;</b> <b>(b) Mobile Phone Policy;</b> <b>(c) Mobile &amp; Wireless Computing Policy</b>	Neil Isaac confirmed that implementation of the policies would begin next year. The Board noted the policies and approved polices (a) – (c).		



## Hackney Homes Ltd

ITEM: 4

**PART A** Minutes of Board of Directors, held at Christopher Addison House, 72 Wilton Way, Hackney E8 1BJ

On 3<sup>rd</sup> December 2007 at 6.30PM

<p><b>9. Board Member Issues</b></p> <p>(a) Code of Conduct;  (b) Board Member Attendance;  (c) Investigations Procedure.</p>	<p>The Board approved reports (a) – (c) subject to the following amendment (amendment to section 2 of the Hackney Homes Board Member Committee / Board Meeting Non Attendance Permissions Procedure):</p> <p>“Board Members should give reasonable notice to the Hackney Homes Chair and The Governance Team if they are unable to attend that meeting”.</p>		
<p><b>10. Residents’ Open Day – 20<sup>th</sup> February 2008</b></p>	<p>Linda Kelly suggested that the event should include as many ethnic stalls as possible e.g. Turkish, Kurdish and Muslim to ensure that the event was reflective of the diverse communities within Hackney.</p> <p>Susmita Noonan confirmed that she would contact Linda Kelly to discuss ethnic communities within Hackney.</p> <p>Susmita Noonan confirmed that there was a Hackney Homes Residents’ Open Day – 20<sup>th</sup> February 2008 Steering Group which was led by Sally Raphael.</p> <p>The Board suggested that Hackney Homes must complete the following:</p> <ul style="list-style-type: none"> <li>• Send invitations to schools within the Hackney area;</li> <li>• Send invitations to disability and elderly groups and consider providing a regular transport service for these individuals (for travel to / from the event);</li> </ul> <p>Susmita Noonan advised that all / any Board Member ideas associated with this project should be sent to Neil Isaac, Sally Raphael and herself.</p>	<p><b>NI / SR / SN</b></p>	<p><b>By 21st Jan 08</b></p>

## Hackney Homes Ltd

ITEM: 4

**PART A** Minutes of Board of Directors, held at Christopher Addison House, 72 Wilton Way, Hackney E8 1BJ

On 3<sup>rd</sup> December 2007 at 6.30PM

	The Board approved the report.		
<b>11. Repairs Policy – Garden Fencing Issues</b>	<p>Gary Penticost confirmed that he was currently arranging a budget meeting with Linda Kelly and service providers to discuss funding and resources issues surrounding this project.</p> <p>Linda Kelly advised that Hackney Homes should approach the following service providers for funding and/or assistance:</p> <ul style="list-style-type: none"> <li>• Age Concern;</li> <li>• ESB;</li> <li>• Police Pay Back Team.</li> </ul> <p>Brian Marsh requested that the Probation Service be included in this project.</p> <p>David Larkin advised that street properties should be included in this project.</p> <p>Susmita advised that the Board would receive, in the next quarter, a written report concerning estate environment issues.</p>	<p>GP / LK</p> <p>GP / LK</p> <p>SN / GP . NI</p>	<p>19<sup>th</sup> May 08</p>
<b>12. Any Other Business</b>	<p>The Board decided that all forthcoming Hackney Homes Board Meetings would take place on a 6 weekly basis. The Board confirmed that the scheduled Hackney Homes Board Meeting of 14<sup>th</sup> January 2008 was to be rescheduled.</p> <p>Hackney Homes would inform residents, unions, TRAs Chairs, resident representatives, etc of</p>	<p>Gov Team</p>	<p>By 7<sup>th</sup> Jan</p>



## Hackney Homes Ltd

ITEM: 4

**PART A** Minutes of Board of Directors, held at Christopher Addison House, 72 Wilton Way, Hackney E8 1BJ

On 3<sup>rd</sup> December 2007 at 6.30PM

	<p>all new Hackney Homes Board Meetings dates via emails, letters, notices and the Hackney Homes website.</p> <p>The Board decided the following:</p> <ul style="list-style-type: none"> <li>• That Audit &amp; Finance Committees would take place on a “bi – monthly” basis;</li> <li>• That there would be “virtual” (electronic) monthly Hackney Homes Procurement &amp; Budget Meetings;</li> <li>• That all other Hackney Homes Committee Meetings would occur as per their current cycles.</li> </ul>	/ Comms Team	08
<p><b>13. Date of Next Board Meeting</b></p>	<p>To be arranged (late January 2008).</p>		

Signed as a true record of this meeting \_\_\_\_\_ Chair      Dated \_\_\_\_\_