



## Hackney Homes Ltd

ITEM 4

**Part A** minutes of Board of Directors, held at Christopher Addison house, 72 Wilton Way Hackney E8 1BJ

On 18 May 2009 at 6.30PM

|         |   |   |  |
|---------|---|---|--|
| Present | <b>Board Members</b><br>Rupert Tyson (Chair)<br>Alice Burke (Vice-Chair)<br>Afolasade Bright<br>Brian Marsh<br>Linda Kelly<br>Karen Dodds<br>Feryat Demirci<br>Jonathan McShane<br>Danny Sutcliffe<br>Terry Edwards | <b>Hackney Homes Officers</b><br>Charlotte Graves<br>Neil Isaac<br>Gary Penticost<br>Neehara Wijeyesekera<br>Judith Morrison<br>Alan Turner<br>Chrys Edwards<br>Robin Smith | <b>Stakeholder Representatives (Hackney Council)</b><br>Carol Hinvest<br>Nimisha Patel<br><br><b>Housing Partners</b><br>John Ferman (Pathmeads)<br>Elliot Brooks (Pinnacle)<br><br><b>Member of the Public</b><br>Eric Cato |
|---------|---|---|--|

|  | Part A – Open to the Public  | Action | Date |
|--|--|--------|------|
| <b>1. Welcome/Apologies/ Introductions</b>             | Apologies were received from the following: <ul style="list-style-type: none"> <li>• Samantha Lloyd</li> <li>• Audrey Villas</li> <li>• Marie Photiou</li> <li>• Asim Bhattacharyya</li> <li>• John Newbury</li> </ul> |        |      |
| <b>2. Declarations of Interests</b>                    | None.  |        |      |
| <b>3. Questions from the Public</b>                    | None   |        |      |
| <b>4. Minutes of 20 April 2009 (Part A and matters</b> | <u>Minutes of 20 April 2009 (Part A)</u><br>The minutes were agreed as a true record and signed accordingly.   |        |      |

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| <i>Arising</i>   | <p><u>Matters arising from the Hackney Homes Board Meeting Minutes of 20 April 2009</u></p> <p><u>6. Chief Executive's Report</u> The Board asked if the underspend on the 184 Budget 2008/09 had been ring-fenced and rolled forward to this financial year. Neil Isaac said that once the accounts had been closed, officers would know the final position.</p>  | N Isaac | <b>June</b> |
| <b>5. Hackney Homes' Chair's Report</b>  | <p>The Chair gave a verbal report and said that he, Alice Burke and David Larkin had attended an ALMO Board Member event hosted by South Essex Homes at Westcliff on Sea and were seen as strong ambassadors for Hackney, raising Hackney's profile nationally.</p> <p>The staff awards party was a great success and congratulations to the Communications Team for arranging the event.</p> <p>The Chair attended the opening of the CCTV at Fellowes Court and a consultation meeting with the Council on the ETRA review. Although the attendance at the meeting was poor, the feedback was good.</p> <p>The Board noted the report.</p>   |         |             |
| <b>6. Report back from the Audit &amp; Finance Committee Meeting 11 May 2009</b> | <p>In the Chair of Audit &amp; Finance Committee's absence, Neil Isaac, gave a verbal report from the Audit &amp; Finance Committee held on 11 May. The Board was concerned about the amount of savings which had to be found given that Hackney Homes had received its ALMO Credits and the Major Repairs Account had not changed from the last financial year. The Board was also concerned that any cuts would adversely affect front line staff. Neil Isaac said that whilst there was adequate Capital Funding available, the Revenue Account had been diminished by changes to the subsidy regime. To date, Communities and Local Government had not made an announcement on the HRA Review and Hackney Homes was therefore tied by government policy and had to ensure that the accounts were balanced.</p> |         |             |



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|   | <p>However, officers did share the Board's concern. Charlotte Graves said that there was a commitment to protect front line services. Neil Isaac confirmed that Hackney Homes had received the ALMO credits for Decent Homes for the next two years. Given the current climate and potential changes in government policy, the Board asked Officers to ensure that everything was done to receive the remaining money due to Hackney Homes.</p>  | <p><b>EMT</b></p>                                      |                   |
| <p><b>7. Chief Executive's Strategic Overview</b></p> <p><b>Woodberry Down Update</b></p> | <p>Charlotte Graves introduced the report. Officers had already started work on the savings proposals for the 2010/2011 financial year.</p> <p>There was some concern with repairs and maintenance amongst Board Members. Gary Penticost said he would discuss these issues outside the meeting. Crispin &amp; Borst had done an excellent job with the Community Halls' kitchens &amp; bathrooms. It was noted that the cleaning in Stoke Newington was very good and the Pathmeads team was thanked for handling a particularly sensitive issue.</p> <p>Robin Smith highlighted the timetable for the stock transfer. As a special CPC/Cabinet had been arranged for 27 July, it was essential that this timetable was adhered to. The Board wanted Officers to ensure that Residents at Woodberry Down did not feel pressurised in any way to return a yes vote. It was important that Residents understood exactly the implications of stock transfer. Charlotte Graves said that Robin Smith was presenting a specific item at an Executive Management meeting about the transfer and the role of Genesis and the importance of Hackney Homes remaining impartial in the transfer process. Robin Smith would give the same presentation to Board. When the final critical path was ready, this would be brought to Board for information.</p> <p>The Board asked that articles were run in Hackney Homes publications and information was circulated to all the Neighbourhoods to keep Residents informed.</p> <p>The Board noted the report.</p> | <p><b>Robin Smith</b></p> <p><b>Communications</b></p> | <p><b>TBC</b></p> |

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| <p><b>8. ALMO Inspection – Audit Commission Recommendations Update</b></p> | <p>Chrys Edwards introduced the report. The Board commended the report as a very useful document and asked how progress would be measured. Chrys Edwards said that there was an over-arching monitoring process through the departmental service plans and a quarterly progress report was prepared which could be brought to Board. The Board expressed the importance of not only improving the areas of weakness but also maintaining those areas of strength. The Board asked how the implementation of Project Excellence would impact on repairs and maintenance. Chrys Edwards confirmed that Project Excellence would be implemented in tandem with the Audit Commission’s recommendation.</p> <p>The Board noted the report.</p>   | <p><b>C Edwards</b></p>        | <p><b>21.9.09</b></p> |
| <p><b>9 Year End .Business Critical Indicators</b></p>                     | <p>Neil Isaac introduced the report and explained the change in the format of the BCIs which now included an amber traffic light which indicated where an indicator was within 15% of the target. This format brought us in line with the Council’s reporting format. The Indicators were then reviewed in detail.</p> <p>The Board expressed concern about the apparent lack of improvement in dealing with Complaints and offered its help in removing any impediment there might be to reaching the target. Linda Kelly asked that a day be arranged for her to shadow the complaints team.</p> <p>The Board also expressed concern about the high levels of long-term sickness and asked what was being done to resolve this matter. Neil Isaac said that two initiatives had been implemented, one working with Occupational Health alongside the Council and the other in implementing the ill-health retirement criteria within the pension rules. Two members of staff had been retired using these rules. The Chair of HR said that she would follow this up through the HR Committee and report</p> | <p><b>N Isaac/A Jarosy</b></p> | <p><b>TBC</b></p>     |



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| <p><b>10. Health &amp; Safety Update</b></p> | <p>back to Board.</p> <p>The Board queried the lack of information on stage 2 complaints. Neil Isaac said that this information would be included in the BCI reports for this new financial year.</p> <p>The Board also commented that there appeared to be some disparity between the target setting and Hackney Homes' capacity to achieve these targets. Charlotte Graves said that the planning process for the target setting last year had shown room for improvement and that this year, it was started earlier and involved more Officers. This change in the process should be reflected in next year's BCIs. The Board asked if some areas could be discussed in more detail and that the BCI report include some commentary.</p> <p>Neil Isaac said that Improvement Plans were being produced to work on turning the amber and red traffic lights green.</p> <p>The Board noted the report.</p> | <p><b>HR Committee</b></p>     | <p><b>29.6.09</b></p> |
|  | <p>Neil Isaac introduced the report. The Board asked for information on vulnerable people particularly with reference to child safety and protection.</p> <p>The Board expressed extreme concern about the recent death of a contractor and asked whether the contractors had lone worker policies in place. Gary Penticost said that the Health &amp; Safety Executive had checked on this particular contractor's lone worker policy and procedures and had found it to be in order.</p> <p>The Board said that sanitisers were no substitute for regular handwashing and that face masks did not protect against swine flu. Neil Isaac said that since the report had been written, the Business Continuity Silver Team had decided against providing staff with face masks for this very reason.</p>  | <p><b>N Isaac/A Jarosy</b></p> | <p><b>July 09</b></p> |
|  |   | <p><b>N Wijeyesekera</b></p>   | <p><b>July 09</b></p> |



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| <p><b>11. Any Other Business</b></p> | <p>The Board noted the report.</p> <p>The Board queried the funding cuts for work to community halls. Neil Isaac said that this area of spend was subject to phased approval and it was hoped that this may be resolved in July.</p> <p>The Board asked that a budget for community development be explored.</p> <p>The Board noted that Gary Penticost and Tom Hunt had been very helpful in obtaining funding for community halls through the ELBA project.</p> | <p><b>N Isaac</b></p> | <p><b>Sept 09</b></p> |
|                                      | <p>The Meeting Closed at 7.45 pm</p> <p><b>Date of next Board Meeting: Monday 29 June 2009 at 6.30 pm<br/>Christopher Addison House</b></p>   |                       |                       |

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