



Hackney Homes Ltd

ITEM 4

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

On 20 April 2009 at 6.30PM

Present	Board Members Rupert Tyson (Chair) Marie Photiou (Vice Chair) Afolasade Bright Asim Bhattacharyya Brian Marsh Linda Kelly Audrey Villas Karen Dodds Feryat Demirci	Hackney Homes Officers Charlotte Graves Neil Isaac Gary Penticost Neehara Wijeyesekera Judith Morrison Tom Hunt Tom Hogan Alan Turner Chrys Edwards Kevin Kingston Wayne Hylton	Stakeholder Representatives (Hackney Council) Carol Hinvest Stephen Tate Steve Douglas Housing Partners John Newbury (Mouchel) Elliot Brooks (Pinnacle) Member of the Public None
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	Part A – Open to the Public	Action	Date
1. Welcome/Apologies/ Introductions	<p>Apologies were received from the following:</p> <ul style="list-style-type: none"> • Jonathan McShane • Danny Sutcliffe • Terry Edwards • Alice Burke • Samantha Lloyd • Tim Williams • John Ferman <p>The Chair introduced Steve Douglas the Interim Director of Neighbourhoods and Regeneration. Steve Douglas said that all those involved in Hackney Homes achieving 2 star status were to be congratulated. He looked forward to working with Hackney Homes' Board and officers.</p>		



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<p>2. Declarations of Interests</p>	<p>Brian Marsh declared an interest in item 13 in respect of the RNIB. Feryat Demirci declared that her brother works for Hackney Homes.</p> <p>Tess Merrett had obtained a definition of a conflict of interest from Trowers & Hamlins and would circulate this in due course. Neil Isaac said that if any Board member was in doubt as to whether they had a conflict of interest then they should declare.</p>	<p>T Merrett</p>	<p>May</p>
<p>3. Questions from the Public</p>	<p>None</p>		
<p>4. Minutes of 9 February 2009 (Part A and matters Arising)</p>	<p><u>Minutes of 9 March 2009 (Part A)</u> Diane Abbott who had attended this meeting, had noted that since the inception of Hackney Homes, her housing caseload had decreased. Linda Kelly asked that this be noted in the minutes.</p> <p>The minutes were agreed as a true record and signed accordingly.</p> <p><u>Matters arising from the Hackney Homes Board Meeting Minutes of 9 February 2009</u></p> <p><u>9 Delivery Plan 2009-10</u> Neil Isaac said that the Delivery Plan targets would be circulated when the year end position had been finalised. .</p> <p><u>12 Expenses Policy</u> Tess Merrett would circulate a revised mileage claims form in due course.</p> <p>David Larkin asked for clarification on the papers circulated separately from the 20 April Agenda which were for information only. The Chair said that if anyone had any queries, they should contact the report authors direct. If there were many queries or concerns about any particular item, then these would be circulated to all members as would the response.</p>	<p>N Isaac</p> <p>T Merrett</p>	<p>June</p> <p>June</p>

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<p>5. Updates from the Audit & Finance Committee held on 6 April 2009</p>	<p>As Samantha Lloyd was unable to attend the meeting, Neil Isaac, Director of Finance & Resources updated the Board. Price Waterhouse Coopers, Hackney Homes' Internal Auditors were satisfied with the Internal Audit findings and would be revisiting all the recommendations over the coming year to review the implementation. The Committee had raised no issues over the Budget and had been supportive of the proposals for Procurement 2010 which was also on this Board Agenda.</p> <p>The Board noted the updates.</p> <p>The Board noted the report.</p>		
<p>6. Chief Executive's Report – Strategic Overview</p>	<p>The Chief Executive introduced the report.</p> <ul style="list-style-type: none"> • The Executive were in the process of setting targets for the Executive Team from the post inspection plans, the outcomes of the Board's away day, the Council's plans, the Delivery Plan and Hackney Homes' plans for the future. • A further report on the financial position would be brought to Board in May. • Hackney Homes were on target to spend the Decent Homes funding. <p>The Chief Executive explained why her report had been reissued. The Estate Environment information at the time of writing had been found to be incorrect. The ROP process had concluded in December and the HRA budget and rents were finalised in the same month, in consultation with the ALMO. The HRA budget went to cabinet on 26th Jan 2009 and was approved. The funding stream under discussion related to revenue contribution to capital and there were on-going conversations with the Council.</p> <p>Callie Duncan, Hackney Homes' repairs operative had been awarded ALMO Team Member of the Year at the National Federation of ALMOs (NFA) awards held on 1</p>	<p>N Isaac</p>	<p>18.5.09</p>

	<p><u>Woodberry Down Update</u></p> <p>Kevin Kingston introduced the report and said that work had now begun on site. A revised planning application had also now been submitted.</p> <p>The Board asked who was responsible for funding the Roadshows, fundays etc. Kevin Kingston said that these events were funded by the Council.</p> <p>Steve Douglas said that much had been achieved at Woodberry Down although there were likely to still be challenges ahead.</p> <p>The Board noted the report.</p>		
<p>7. Report from the Chair</p>	<p>The Chair said that as his blog was monthly rather than weekly, he would briefly update the Board on events since his last blog. Several Board members and members of the Executive had attended the NFA Annual Conference in York and it was clear from this event that Hackney's standing had risen considerably.</p> <p>The Chair drew the Board's attention to the staff excellence awards which would take place on 30th April and he asked that Board members attended.</p>		
<p>8. Procurement 2010</p>	<p>Alan Turner introduced the report. The Board asked whether there were any opportunities to review these contracts during the 10 year period once they had been let. Alan Turner said that there were two options of a 5+5 year contract with a review after the first 5 years or a 4+4+2 year contract. Both these options were being discussed with the Council. Alan Turner stressed that this contract was a framework contract only which meant that there was no commitment to give any work.</p> <p>The Board asked how much it cost to run the procurement process. Alan Turner</p>		

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said £800k. However, currently there were 40 procurements whilst the 2010 proposals reduced these to 5 which would generate savings.

The Board asked if Hackney Homes' DLO would be bidding. Gary Penticost said that there were further discussions to be had on the possibility of the DLO trading.



The Board commended the report for detail and clarity.

The Board approved the following recommendations

1. the procurement for a period of up to ten years, of Constructors to complete the final phase of the Decent Homes programme and successor Major Works Programmes as well as the Planned Maintenance Programme (including cyclical repairs and decorations) and new build, should such a facility be required.
2. the authorisation of Hackney Homes' Director of Property Services to issue an OJEU notice and to conduct the procurement project in accordance with the Competitive Dialogue Procedure, reporting back to CPC at Review Point 2A (RP2A) to approve the invitation to enter into Competitive Dialogue documentation and Review Point 4 (RP4) for contract award and recommendation.
3. authorisation of Hackney Homes' Director of Property Services to carry out all other necessary procurements wholly and exclusively necessary for the delivery of recommendation (2) above and to authorise the Council's Corporate Director of Legal and Democratic Services to award such contracts which are wholly and exclusively necessary for the delivery of recommendation (2).

The Board approved the amendments to the Service Improvement Committee's Terms of Reference.

9. Service Improvement Committee – Changes to Terms of Reference

 <p>HackneyHomes In partnership with  Hackney Council</p>	<p>Hackney Homes Ltd</p> <p>Part A minutes of Board of Directors, held at Christopher Addison house, 72 Wilton Way Hackney E8 1BJ</p> <p>On 20 April 2009 at 6.30PM</p>	<p>ITEM 4</p>
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<p>10. Delegations from the Public – Option Statement</p> <p>11. Membership of ELBA</p> <p>12. Tenants Authority – Services Management Accreditation – Housing</p>	<p>Neil Isaac introduced the report.</p> <p>There was considerable debate about this as some Board members were very much in favour of allowing delegations whilst others thought that there were many other mechanisms for members of the public to voice their concerns such as Councillors’ surgeries, Neighbourhood Panels and Hackney Homes’ complaints procedures by ways of examples.</p> <p>The Board considered that in extremis, may be delegations could be accepted. A vote on the matter was taken which resulted in a majority of Board members wanting a review of this. The Board therefore asked officers to draw up clear criteria about how and when such delegations might happen so that the Board could consider and agree the circumstances.</p> <p>Neil Isaac introduced the report and Linda Kelly highlighted the successes of Hackney Homes’ partnership with ELBA thus far.</p> <p>The Board agreed for Hackney Homes to become full members of ELBA.</p> <p>Kevin Kingston introduced the report. The Board asked whether Hackney Homes should consider applying for the development accreditation alongside the Housing Management Accreditation and the Affordable Home Ownership Housing Management Accreditation. Charlotte Graves said that the current focus was on management and that at its away day, the Board had agreed for her to keep conversations open with the Council for possible future opportunities.</p> <p>The Board agreed for applications to be made on behalf of Hackney Homes for the following schemes.</p> <ul style="list-style-type: none"> • The Housing Management Accreditation Scheme (TSA) 	<p>N Isaac</p>	<p>27.7.09</p>
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	<p>same appraisal approach as last year. The Board confirmed that it was and the Governance Manager would arrange the process for this year shortly.</p>		
	<p>The Meeting Closed at 8.20 pm</p> <p>Date of next Board Meeting: Monday 18 May 2009 at 6.30 pm Christopher Addison House</p>		

Signed as a true record of this meeting _____ Chair Dated _____