



Hackney Homes Ltd

ITEM 4

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

On 21 September 2009 at 6.30PM

Present	Board Members Rupert Tyson (Chair) Alice Burke (Vice-Chair) Feryal Demirci Jonathan McShane Samantha Lloyd Audrey Villas Marie Photiou Terry Edwards Linda Kelly David Larkin	Hackney Homes Officers Charlotte Graves Neil Isaac Sunil Desai	Stakeholder Representatives (Hackney Council) Michelle Patterson Housing Partners Baker Tilly External Auditors Andrew Monteith
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	Part A – Open to the Public	Action	Date
1. Welcome/Apologies/ Introductions	Apologies were received from the following: No apologies had been received		
2. Declarations of Interests	None.		
3. Draft Annual Financial Accounts Audited	The Chair introduced the accounts to the meeting and welcomed Andy Monteith from Baker Tilly, Hackney Homes' External Auditors. The accounts had been scrutinised and discussed at length by the Audit & Finance Committee which recommended them to the Board. Neil Isaac drew the Board's attention to the Letter of Representation. The Board asked for confirmation that all matters addressed in paragraph 3 of the Letter were		



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	<p>accurate. Neil Isaac confirmed that they were.</p> <p>The Board</p> <ul style="list-style-type: none"> • Approved the Financial Audited Accounts for the year end 31 March 2009 and recommended them for adoption to the AGM • Agreed the Letter of Representation. <p>The meeting closed at 6.10 pm.</p>		
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Signed as a true record of this meeting _____ Chair Dated _____



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	Part A – Open to the Public		Action	Date
1. Welcome and Introductions	Rupert Tyson thanked John Newberry for his contribution to Hackney Homes and welcomed David Saxon who had taken over the Partner role for Mouchel. John Newberry thanked Rupert Tyson for his kind words and said that his new role at Mouchel was a national one for Housing and Regeneration. Nii-Amon Nikoi was still the lead officer for the De Beauvoir area and a recruitment process was underway for David Saxon's replacement.			
2. Apologies	Pamela Lockley, Joel Gordon, Andrew McMillan, Gary Penticost			
2. Declarations of Interests	None.			

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<p>3. Questions received from the public</p>	<p><u>Stock Condition Surveys and Decent Homes</u> A question had been submitted by North & South Defoe Residents' Association about the consistency of the stock condition surveys for Decent Homes. The Board said that if any adjustments were made to the original surveys then this would have an impact on the Decent Homes Programme and asked that a briefing paper be prepared and circulated to the Board on this.</p> <p><u>Services Charges and Standards of Service</u> Jon Sheldon a Hackney Homes' leaseholder had submitted a question about the increase in service charges and the standards of service. He did not consider the response he had received was accurate and thought that the lift maintenance charges had also been charged separately under major works. He stated that the cleaning and grounds maintenance was not up to standard and had brought details of complaints and photographic evidence to substantiate this. It was agreed that this would be circulated to the relevant officers who would respond in full to Mr Sheldon in 14 days.</p>	<p>J Oxlade</p> <p>T Hunt, Morrison, Wijeyesekera</p> <p>J N</p>	<p>Circulated to all Board Members 6.10.09</p> <p>Response sent 16.10.09</p>
<p>4. Minutes of the meeting held on Monday 29 June 2009</p> <p>Matters arising</p>	<p>The minutes of the meeting held on Monday 29 June 2009 were agreed as a true record and signed accordingly.</p> <p><u>184 Budget</u> The Board asked if any decision had been made by the Council about rolling forward any underspend on the 184 Budget. Neil Isaac said that in certain circumstances any underspend could be rolled forward and he hoped that this decision would be extended to any underspend on EIB.</p> <p><u>Review of Committees</u> It was agreed that the review would be brought to the December meeting.</p>	<p>T Merrett</p>	<p>December</p>



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	<p><u>Fuel Poverty</u> A report on Cranston Combined Heating & Power would be brought to the A&F in October.</p> <p><u>Committee Minutes</u> The Board asked that the draft minutes from Committees be circulated to Board.</p>	<p>T Merrett</p>	<p>October</p>
<p>5. Verbal Updates – A&F Committee</p> <p>Service Improvement Committee</p>	<p>Samantha Lloyd, Chair of the A&F Committee gave an update on the meeting held on 7 September. The Committee had</p> <ul style="list-style-type: none"> • met with the external auditors and scrutinised the annual financial audited accounts. • Agreed to refresh the risk map at its meeting in December • Reviewed the budget and savings requirement for 2010/11 • Reviewed the Value for Money initiatives <p>Neehara Wijeyesekera updated the Board on the Service Improvement Committee held on 15 September. The Committee reviewed the position with complaints at every meeting and then discussed one or two other areas. The meeting on 15 September discussed, Family Intensive Support Funding which aimed to help reduce ASB in the Borough. The Committee had asked officers to outline Hackney Homes' vision and systems in place in respect of vulnerable residents. The other matter discussed was Youth – what's on offer now and how we shape our strategy. The Committee asked that Hackney Homes publicised its good news stories more and also that officer sought alternative funding streams to further fund youth activities.</p> <p>The next meeting, rescheduled for 9 December, would discuss Ground Maintenance & Cleaning.</p>		



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<p>6. Chief Executive's Report – Strategic Overview</p>	<p>Charlotte Graves introduced the report. She reported on the sad death of Winston Edwards, a much loved colleague who would be sorely missed.</p> <p>The Leasehold Advisory Group had met for the first time and the meeting had been very useful. Charlotte Graves highlighted the downturn in performance with dealing with voids. Neehara Wijeyesekera said that officers were working actively with our partners in the Council in addressing the weaknesses to ensure an upturn in performance. The Board expressed concern that historically, there had been difficulties with the handling of voids but that some hard work had addressed these so it was disappointing to see this area once again under-performing.</p> <p>The Board asked Neehara Wijeyesekera to bring a further report back to Board and if necessary this would become an item for the Service Improvement Committee.</p> <p>The Board noted the report.</p>	<p>N Wijeyesekera</p>	<p>December</p>
<p>Appendix 1 Woodberry Down</p>	<p>Robin Smith introduced the report. Officers had recently heard from the Homes & Communities Agency (H&CA) that the H&CA was now unable to keep open the offer of gap funding. Option B, the incremental transfer based on the Kick Start model would now be progressed. Officers had received advice from the H&CA that most of our bid for Kick Start funding had been successful but we would not get funding for leasehold acquisition. A full detailed report on options for residents would be brought back to Board.</p> <p>The Board asked about the impact on Hackney Homes' Budget. Charlotte Graves said there would be an impact and she was liaising with LBH and</p>	<p>N Isaac</p>	<p>Paper going to A&F Committee 7 December</p>

	would keep the Board informed. The Board noted the report.		
8 Whiston & Goldsmith Green Estates Programme	<p>Curtis Taylor introduced the report. The Board asked for clarification on the funding arrangements. Jonathan Oxlade said that the energy improvement works had been funded by Decent Homes. However, these works attracted small amounts of grant from energy providers. These grants had been paid into a ring-fenced account in order to fund this pilot energy project.</p> <p>The Board asked how these two blocks had been chosen for the pilot. Jonathan Oxlade said that the residents from these two blocks had shown particular interest in green energy issues.</p> <p>The Board agreed that the project should proceed but it considered that the use of grants obtained from works carried out under Decent Homes was a policy matter and asked that any similar future arrangements be brought to Board for discussion first.</p>	C Oxlade	Curtis/J
9 Energy Certificates	<p>Neil Isaac said that the Hackney Homes Procurement Board was satisfied that this could be commended to the Board and it was being presented for transparency in the procurement process. The Board queried the length of time it had taken to enforce this statutory duty. Curtis Taylor said that this had been as a result of resourcing. The Board asked that in future, the in-house team be considered for this work. The Board asked under which budget the provision of these certificates was being funded. Curtis Taylor said that this was being funded from the voids budget.</p> <p>The Board</p>		

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	<ul style="list-style-type: none"> • Approved the quotation of £10,000 from Scottish & Southern to clear the backlog of 200 Energy Performance Certificates • Approved the use of the two certified officers within Hackney homes to manage the process 		
10. The Dove Row Project	<p>Mohan de Benoit gave a short presentation on the Dove Row Project. The Dove Row Project was a grassroots led Environmental Arts group, founded by members of the Whiston and Goldsmiths TRA. For the past decade, it has developed and promoted 'remedies' to environmental degradation and social deprivation in Hackney. It was currently working on strategies to reduce the 'Carbon Footprint' of social housing; reclaim derelict land for Biodiversity protection; community engagement in 'Traffic Taming' and digital media contributions to the London 2012 legacy.</p> <p>The Board thanked Mohan de Benoit for his presentation</p>		
11 AOB	<p>Marie Photiou asked that the Board endorsed the Service Improvement Committee (SIC) to look at the process of complaints handling i.e. take one complaint and follow the entire process through to review timescales and outcomes. A report would then be brought back to the Board. The Board endorsed this approach.</p> <p>David Larkin asked whether External Painting and Cyclical Maintenance would be considered by SIC as Hackney Homes was in danger of breaching its leasehold covenants if the external works were not done. Samantha Lloyd said that a report on planned maintenance was bring brought to the A&F Committee.</p>	A Jarosy	16 March 2010



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The meeting closed at 9.35 pm

The next meeting will be held on Monday 16 November at 6.30 pm at Christopher Addison House.

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