



Hackney Homes Ltd

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

On 24th April 2006 at 6.30PM

ITEM

5

Present	Board Members David Curley – Chair Samantha Lloyd Audrey Villas Alice Burke Rupert Tyson Asim Bhattacharyya Brian Marsh Andrew Potter David Larkin Sandra Hall Linda Kelly	Officers Steve Tucker – Chief Executive Curtis Taylor – Project Manager Alan Turner – Head of Housing Construction Susmita Noonan – AD Landlord Services Peter Hayter – AD Trading Services Derek Young – Interim head of Finance Deidré Julies – Governance Officer Barrie cotton – Governance Manager Fiona Fletcher Smith – Director of Neighbourhood Regeneration	Apologies	Sadie Bright Linda Kelly Chloe Fletcher Marie Photiou Sharon Patrick Afolasade Bright Karen Alcock
---------	--	---	-----------	--

	OPEN MEETING		
Item	Decisions	Action	Date
2.0 Declaration of interest	No declaration of interest.		
3.0 Questions received from the public	No advance questions have been received at this stage. Note – The public has been asked to give all questions through to Governance Team at least 5 days in advance. MESH representative advised the Board that Board Meetings were now linked		

Hackney Homes Ltd

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

On 24th April 2006 at 6.30PM

ITEM

5

	to their website		
4.0 Minutes of last meeting 20th March 2006	4.1 Brian Marsh asked minutes be amended to give his apologies at last meeting.	BC	
5.0 Chief Executive Monthly report	<p>5.1 Apologies for late circulation of report which was caused by technical problems.</p> <p>5.2 Derek Young introduced as Interim Director of Finance</p> <p>5.3 ST thanked Board members for the successful launch of Hackney Homes. Most staff felt that the organisation had changed from Monday 3rd April.</p> <p>5.4 Highlights of the monthly performance review were discussed including:</p> <ul style="list-style-type: none"> • High level of activity and management action around rent collection • Total arrears per tenants are falling. • Highest ever figure on leasehold service and major works charges collected <p>5.5 PR explained that it was possible that the inclusion of Management Fees in Leaseholders service charges could lead to Leaseholders Valuation Tribunal (LVT) challenge in the future.</p> <p>5.6 PR to circulate a briefing on leasehold charges for management fees to Board Members</p>	PR	

Hackney Homes Ltd

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

On 24th April 2006 at 6.30PM

ITEM

5

	<p>5.7 PR advised the Board that inclusion of Management Fees in leaseholders charges was legal.</p> <p>5.8 Members asked that in future more evidence based information should be included in the report. ST explained the Board had agreed previously that the evidence in the form of the performance report should be circulated separately and the documents considered in conjunction with one another.</p> <p>5.9 DL requested that last years rent collection figure should be clearer in the report.</p> <p>5.10 Members asked that Board Members should meet Woodberry Down residents as part of its open door policy. ST explained a structure for consultation already exists under the SRB & Board, however an additional meeting could be arranged. It was advised that Members should first meet with the resident participation team at Woodberry Down.</p> <p>5.11 A briefing from Robin Smith at the next meeting will be arranged. Board members need to forward suggestions as to the type of meeting they want with Woodberry Down residents to BC.</p> <p>5.12 Members asked that other estates undergoing regeneration should also be contacted in due course.</p> <p>5.13 ST explained that Hackney Council is leading to develop the strategic framework for estate renewal. Hackney Homes are part of this project team and assume responsibility after contracts are let.</p>	<p>AJ</p> <p>ST/BC</p> <p>RS Members</p> <p>ST</p>	
--	--	---	--

Hackney Homes Ltd

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

On 24th April 2006 at 6.30PM

ITEM

5

<p>6.0 Improvement Plan</p>	<p>6.1 SN gave a verbal update on the improvement plan. Customer focus is the main emphasis of this Board Committee. A forward plan has been approved. A Value for Money blueprint report will be presented to Audit & Finance.</p> <p>6.2 An Equalities and Diversity strategy has been introduced. A pre assessment for Charter Mark is scheduled in May. Updates on repairs are regularly given through complaint reports given to the committee.</p>	<p>SN</p>	
<p>7.0 Value for Money Strategy</p>	<p>7.1 ST explained the Value For Money report gives the committee a focus on Value For Money issues and developing a Value For Money culture. A quantifiable set of targets will be identified.</p> <p>7.2 AP suggested an incentive for staff to contribute ideas for quick wins.</p> <p>7.3 The elements that are involve in Value For Money are as follows:</p> <ul style="list-style-type: none"> • The strategic picture through the HRA Medium Term Financial Forecast which is the key planning tool and is developed in conjunction with the council • Authorities and landlords needs to benchmark by comparing costs. Good practice procurement is needed. High cost areas need to be tackled. • Income collection and maximisation. • Engineering Excellence - application of business process reengineering techniques to transform the way the organisation works and reduce the distance between the request for a service and delivering that service. • Establishing a Value for Money culture including setting individual value for money targets at appraisal 	<p>ST</p>	

Hackney Homes Ltd

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

On 24th April 2006 at 6.30PM

ITEM

5

- | | | | |
|--|---|--|--|
| | <p>7.4 Members requested a set of quantifiable targets go to Audit & Finance Committee.</p> <p>7.5 AB asked if Value For Money will feature in the Delivery Plan. ST advised that the Audit Commission would want to see the Hackney Homes Delivery Plan identifying our Value For Money strategy and Targets at a high.</p> <p>7.6 AP voiced that the Delivery Plan for 2007 and 2008 would have to reflect Value For Money.</p> <p>7.7 The Chair confirmed that if Members had any queries about Value For Money these should be referred to Audit & Finance committee.</p> | | |
|--|---|--|--|

Hackney Homes Ltd

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

On 24th April 2006 at 6.30PM

ITEM

5

8.0 Report back on Decent Homes Programme

8.1 AT introduced his report on how the Decent Homes programme had developed, how performance was being monitored and evaluated and our future plans, including phase 3 the "Hackney Standard"

8.2 Members asked about the performance of the Contractors. And AT said that the same variation had been evident in the early stages but this was to be expected. The programme is now accelerating in all areas.

AT

8.3 Members asked if payments for Decent Homes contractors are being paid promptly. AT confirmed some payments were late, and this was due to the change over to Hackney Homes. AT is taking steps to resolve this.

AT

8.4 The Board were advised that contract prices have been extensively benchmarked and found to be well inside market rates across London.



8.5 The process for phase 3 will be the subject of further reports to the Board.

8.6 A satisfaction rate of around 100% has been reported with Decent Homes work improvements and around 90% satisfactions with the contractors. Focus groups are being organised to verify this feedback.

8.7 Members asked for clarification around "call backs" for Decent Homes kitchen and bathroom work not wider taken because of rent arrears. AT explained that a list is being kept for attention at a later stage.

AT

8.8 AT confirmed that Decent Homes was on target for 2010

 <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 24th April 2006 at 6.30PM</p>	<p>ITEM</p> <p>5</p>
---	--	------------------------------------

<p>9.0 Cabinet approvals</p>	<p>The Cabinet approved the following reports</p> <ul style="list-style-type: none"> • Affordable Housing Strategy • Corporate Equality Plan • Capital Programme Report • Estate Renewal Report <p>The Board will in future receive the Forward Plan of Cabinet decisions.</p>		
<p>10.0 Any other business</p>	<p>10.1 Members were informed that Marian Robinson an active resident within Hackney passed away recently. Her memorial service will be Wednesday, 26th April at 12:00. Celebration at the community centre.</p> <p>10.2 Members asked about the policy for parking outside street properties. Members asked if they could be appraised of how many jobs this was affecting, and its impact on delivery of service. PH to look into the number of permits that are available and costs and report on what is being done to address this.</p>	<p>All</p> <p>PH</p>	

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