



## Minutes from Board Meeting No. 80 The Housing Agency

<b>Date</b>	24 <sup>th</sup> March 2020	
<b>Venue</b>	Video Conference Call	
<b>Time</b>	11.00am	
<b>Chaired</b>	Michael Carey	
<b>Board Members</b>	Tony O'Brien, Fiona Lawless, John O'Connor, Donal McManus. David Duffy, Frank Curran, Mary Hurley	
<b>Apologies</b>	John Burke	
<b>Attendees</b>	David Silke, Catriona Lawlor	
<b>Minute Taker</b>	Enda Gordon	
	<b>Decision</b>	<b>Action</b>
<b>1</b>	<b>Preliminaries</b>	
<b>1a</b>	<b>Minutes of Meeting #79, 24<sup>th</sup> February 2020</b> Agreed.	
<b>1b</b>	<b>Matters Arising</b> Reported and noted.	
<b>1c</b>	<b>Declaration of Interests</b> None declared.	
<b>1d</b>	<b>Chairman's Opening Statement</b> Michael Carey welcomed members to the 80 <sup>th</sup> meeting of the Housing Agency's Board during what he described as extraordinary times. He outlined that The Agency needed to achieve three things: <ul style="list-style-type: none"><li>– continue progress</li><li>– play our role in responding to the current crisis</li><li>– take the necessary actions now to maximise impact</li></ul>	
<b>2</b>	<b>COVID-19</b>	
<b>2a</b> <b>2b</b>	<b>Current Status &amp; Implications for the Housing Agency And COVID-19 Business Continuity Report –</b>  The CEO outlined the range of actions undertaken to reduce any disruption and ensure business continuity. The majority of staff are working remotely, critical tasks have been identified and business continuity plans are in place and being implemented.  The Board were informed of the possible impacts on:	

	<b>Decision</b>	<b>Action</b>
	<p>i) Acquisitions programme,  ii) Pyrite Remediation Scheme (impact on delivery),  iii) Underwriting (likely to reduce),  iv) AHB Regulation.</p> <p><b>Decisions and Priorities</b></p> <ul style="list-style-type: none"> <li>▪ Prioritise support to Homeless services, keep Delivery programme on track, temporary cessation of main elements of AHB regulation. Make decisions of best means of re-deploying staff.</li> </ul> <p>As part of the Business Continuity Plan, face to face contact has been reduced while maintaining business as usual. The Acquisitions Team have prioritised the provision of more permanent housing where possible to individuals / families currently in temporary accommodation and the delivery of self-isolation units as some shelters were not social distancing compliant. Department acknowledged the CEO / HA on its efforts to assist the DRHE in recent days. The opportunity to accelerate the movement of individuals and family's into longer term leasing was also discussed.</p> <p>Wider implications for the housing sector, rental sector, the construction sector - possible job losses and key issue of homelessness discussed. The Board were of the view that it was vital to keep delivery going for as long as possible.</p> <p>The implications for the Pyrite Remediation Scheme were discussed. CEO informed the Board that works will continue where possible and that a contingency plan would be prepared.</p> <p>The Board were informed that a Circular had been issued to Local Authorities and Approved Housing Bodies requesting that efforts be made to maintain business as usual.</p>	Preparation of a PRS contingency plan
<b>3.</b>	<b>Matters for Board Decision</b>	
<b>3a</b>	<p><b>Rent Pressure Zones</b>  In light of emergency legislation introduced by the Government, the Board noted the proposal put forward in respect of possible Rent Pressure Zones. It was agreed to postpone the proposal</p>	Revisit after Covid-19 crisis
<b>4</b>	<b>Finance Reports</b>	
<b>4a</b>	<p><b>Management Accounts at 29<sup>th</sup> February 2020</b>  The Board noted the Management accounts presented as of 29<sup>th</sup> February 2020.</p>	

	<b>Decision</b>	<b>Action</b>
<b>5.</b>	<b>Sub Committees and Advisory Panels</b>	
<b>5.a</b>	<p>The Chairman updated the Board on discussions held during the 2nd meeting of the Supply and Affordability Advisory Panel including the need for longer term planning by Government, cross party working, difficulties envisaged with the possible stop / re-start of vital infrastructure and construction projects.</p> <p>CEO updated the Board on the papers presented to the Board at meeting #2.</p> <ul style="list-style-type: none"> <li>▪ Presentation by Rob Nicholson from DHPLG on "Affordable Housing Measures - affordable purchase and cost rental"</li> <li>▪ Paper provided by Daragh McCarthy of Housing Agency on Affordability and Apartments</li> </ul> <p>Board discussed key issues including difficulties in achieving greater density and construction costs. It was noted that Project 2040 is examining this issue – further details can be provided by DHPLG.</p>	
<b>6</b>	<b>CEO Report</b>	
<b>6.a</b>	<p><b>Performance Report</b> The Board noted the Performance Report.</p>	
<b>6.b</b>	<p><b>Risk, Resources and Communications – John O’ Connor</b> CEO presented his Report.</p> <p>Board noted updates provided on COVID-19, change of Government, C&amp;AG Audits, Director Posts, Housing Agency vs Information Commissioner, HR Sanction requests and Corporate Risks.</p> <p>The Board discussed the Research Report – Apartment Living in Ireland in 2019 and it as agreed to postpone publication of this report.</p> <p>Board noted the current position in respect of the High Court action.</p> <p>Board discussed staffing requirements and advised any outstanding sanction requests to be submitted to DHPLG without delay.</p> <p>Planned C&amp;AG Audits for 2020 discussed.</p> <p>Board of the view that by way of priority, the CEO should draft a communication to Public Appointments Service to progress the appointment of the outstanding Director post.</p>	<p>Postpone publication of report on apartment living</p> <p>Update to be provided on all Sanction requests for new staff</p> <p>PAS to be contacted to progress Director appointment</p>
<b>6.c</b>	<p><b>Board Effectiveness Report</b> Board Noted the Report.</p> <p>CEO advised the Board that Ms Ciara Galvin will ensure that the actions agreed on are implemented.</p>	

	<b>Decision</b>	<b>Action</b>
<b>7</b>	<b>Government Formation – Position Papers</b>	
	<p>A set of Housing Policy Papers had been circulated and were presented by the CEO.</p> <p>The Board provided a range of comments and suggestions and also discussed additional topics including; affordability measures, skilled staff, supply of serviced land, climate control, sustainable development and compact growth, counter cyclical development, strategic land management, setting of targets, role of cost rental.</p> <p>Board discussed option to have a Housing Policy Report which would incorporate targets, jobs forums, note achievements.</p> <p>Board discussed whether HA should have a role or propose a model for the ideal Cost Rental scheme.</p> <p>Recommendations were provided in respect of the layout of the report was, such as breaking the report into 12 separate reports and the inclusion of intro papers to set the context</p> <p>Chair requested the finalisation of the Papers and circulation to the Board.</p> <p>CEO to liaise with DHPLG in respect of issuing to Dept of an Taoiseach for onward transmission to political parties</p>	<p>Implement recommendations and amend layout of report</p> <p>Papers to be circulated to the Board.</p>
<b>8</b>	<b>AOB</b>	
	<p>In light of COVID-19 crisis, Board discussed RIHL applications and whether, in light of possible job losses, there was a need to re-screen applications.</p> <p>In respect of progressing the recruitment of new staff, issues in relation to face to face interviews were discussed. Need for protocols which might allow for interviews to be conducted remotely.</p> <p>CEO made mention of approach made by Wicklow CC to purchase accommodation in Bray – value €1.5M. Board approval may be required.</p> <p>Chair and Board agreed to reconvene remotely in advance of the next scheduled Board meeting on the 28<sup>th</sup> April should a decision require Board's approval.</p>	<p><b>Report to Board meeting - #81</b>            Protocols for RIHL loan applications – for Executive's consideration</p>
<b>9</b>	<b>Meeting without Executive members present</b>	
	Deferred until Board meeting #81 scheduled for 28 <sup>th</sup> April 2020.	Agreed

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**Chairperson**

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**Date**

**Appendix**  
**Action Items arising from Board Meeting No. 80**

**Housing Agency**

	<b>Summary of Decision/Action</b>	<b>Responsibility/Tim eframe</b>
<b>1.</b>	Pyrite Remediation Scheme: Prepare a contingency plan for the shut-down of the PRS	<b>Executive</b> In advance of next Board Meeting - #81
<b>2.</b>	Rent Pressure Zone's: Postpone referral to Minister until post COVID-19 crisis	<b>Executive – TBC</b>
<b>3.</b>	Recruitment Plan update to be provided to Board	<b>Executive</b> In advance of next Board Meeting - #81
<b>4.</b>	Communication to be issued to PAS seeking prioritisation of Director Post	<b>CEO</b> In advance of next Board Meeting - #81
<b>5.</b>	HA to engage with C&AG to establish / confirm if any Audits planned can be postponed / deemed less of a priority for the HA.	<b>Executive</b> In advance of next Board Meeting - #81
<b>6.</b>	HA Policy Position Papers to be completed and circulated to the Board.	<b>CEO / Executive</b> In advance of next Board meeting - #81