



Minutes from Board Meeting No. 84 The Housing Agency

Date	23 rd June 2020	
Venue	Video Conference Call	
Time	11.00am	
Chaired	Michael Carey	
Board Members	Tony O'Brien, John O'Connor, John Burke, Donal McManus, David Duffy, Frank Curran and Mary Hurley	
Apologies	Fiona Lawless	
Attendees	David Silke, Ciara Galvin, Susanna Lyons (part), Margaret Jordan (part) and Paul Lemass (DHPLG (part))	
Minute Taker	Ciara Galvin	
	Decision	Action
1	Preliminaries	
1a	Minutes of Meeting #83 dated the 26th May 2020 Agreed.	
1b	Matters Arising Reported and noted.	
1c	Declaration of Interests None noted The Chairman reminded members of the importance of independence and their duty regarding The Housing Agency, reiterating that input and decision making is for the Housing Agency itself, individual experience and representatives' backgrounds are important, however decisions must be in the interest of the Agency.	
1d	Chairman's Opening Statement Michael Carey opened the meeting with an outline of the challenges facing the Agency specifically the importance of focusing on the strategic objectives of the Agency. The agenda for this meeting supports the Board discussion in respect of the strategic direction of the of the organisation and the impacts of COVID 19 and the Draft programme for Government	

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2	Board Discussion	
2a	<p>Programme for Government (PFG) John O' Connor presented the housing elements of the draft Programme for Government. A discussion followed and the Board outlined their views in respect of the draft PFG. The Board recommended that the Executive focus on 3 to 4 issues in which it could take ownership and provide the most impactful-ness. Areas include affordability (purchase and rental), having a central role in respect of the Commission for Housing, and the evolution of the Pyrite Remediation Scheme into supporting retrofitting. It was also noted that reviews of existing programmes would be beneficial to address any gaps in respect of the outcome of the programmes, such as Mortgage to Rent and the Acquisitions Programme. It was noted that another area The Housing Agency could have a role in related to Town Centres, such as issues in living over the shop and support to technical issues surrounding this.</p> <p>It was recommended that the Chairman write to the new Minister once appointed to outline where the Housing Agency could provide a key co-ordinating role for the Housing Commission, such as administrative support and research services.</p> <p>The discussion concluded on the instruction to prepare an engagement paper outlining The Housing Agency's role and where it could provide the added value to the PFG.</p>	<p>Executive to prepare an engagement paper on The Housing Agency role to support introduction and added value to the PFG and discussions with the New Minister for Housing.</p> <p>Review of programmes to be undertaken</p> <p>Write to new Minister re Housing Commission.</p>
2b	<p>Strategic Reflection 2020 David Silke presented the report. It was noted that the overall conclusion is that the current Strategic Plan remains valid and further work on the adjustment of priorities of actions and incorporation of the PFG is required.</p>	
2c	<p>Statutory Regulator Paul Lemass (DHPLG) and Susanna Lyons joined the meeting. Paul provided the overview of the journey so far in respect of the establishment of voluntary regulation through to the passing of legislation in December 2019. Susanna Lyons outlined the transition plan from voluntary to statutory regulation. The key outcome for the Board of the Housing Agency is to support the transition process and consider a shared services approach regarding the administrative functions of the Statutory Regulator. It was requested that The Housing Agency prepare a draft concept for the shared services model to support the most efficient approach for consultation with the CEO designate of the Statutory Regulator once appointed.</p>	Draft Shared Services Framework

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3.	Finance Reports	
3a	<p>Draft Annual Report and Financial Statements 2019</p> <p>Margaret Jordan joined the meeting and outlined adjustments to the initial draft of the financial statements as presented to the February Board meeting.</p> <p>It was noted that the Comptroller and Auditor General (C&AG) have requested an adjustment to the presentation and treatment of income and expenditure in respect of acquisitions activities outside of the €70m fund. The proposal from the Audit and Risk Committee is to maintain the current presentation for 2019 and review the presentation in preparation of the 2020 financial statements.</p> <p>It was proposed that the Board adopt the Annual Report and Financial Statements 2019 subject to minor adjustments from the C&AG. The Board adopted the report and nominated Michael Carey and John O'Connor as signatories to the financial statements.</p>	
3b	<p>Management Accounts 31st May 2020</p> <p>Report noted</p>	
3c	<p>Acquisitions Progress Report 31st May 2020</p> <p>Report noted</p>	
3d	<p>Procurement Report 15th June 2020</p> <p>Report noted</p>	
4	Matters Reserved	
4a	<p>Proposal for Land Disposal</p> <p>A resolution was proposed to dispose of lands at Devoy Barracks, Naas, Co Kildare to the Land Development Agency (LDA). It was noted that the LDAs current legal form is under a Statutory Instrument and is awaiting formal legislation. It was confirmed that the Board are satisfied that the transfer is in order however, the decision will be deferred until further consultation with the LDA takes place to determine their needs at this point.</p> <p>A discussion was held in relation to the parcels of land at Devoy Barracks and it was noted that it would be in the interest of The Housing Agency to dispose of the full site. Further discussions to take place with all stakeholders in this regard.</p>	<p>Consult with LDA</p> <p>Review remaining parcels of land at Devoy Barracks</p>
4b	<p>Amendment to Governance Arrangement The Housing Agency and Pyrite Resolution Board</p> <p>An amendment to the governance arrangement between the HA and PRB was presented to the Board. The Board adopted these changes.</p>	

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5.	<p>Sub Committees and Advisory Panels Tony O' Brien provided an update on the meetings and activities of the Audit and Risk Committee. Minutes for two meetings held in June will be available on Decision Time in due course.</p> <p>An outline of the internal audit reports presented to the Board were provided. Three internal audits have been conducted to date in 2020, being</p> <ul style="list-style-type: none"> ▪ Land Management function and ▪ Projects and Procurement function. ▪ Review of Acquisitions Programme records management 	
6	CEO Report	
6a	<p>Performance Report John O' Connor provided an overview of the headline outputs at the 31st May 2020. It was noted that targets regarding two functions were not likely to be met, specifically in respect of Mortgage to Rent and the Pyrite Remediation Scheme. This is due to a combination of factors, one regarding the effects of COVID-19.</p> <p>Specifically, in relation to the Pyrite Remediation Scheme the progress is being impeded due to the slowness of the continued flow of approved applications coming from the Pyrite Resolution Board under the scheme. This has been included on the corporate risk register.</p>	
6b	<p>CEO Monthly Report John O' Connor provided an outline of the monthly report.</p>	
7	<p>AOB Next meeting is scheduled for 11th August 2020. However, should there be any decisions on matters reserved in the interim there may be a necessity to hold short virtual meeting.</p> <p>It was recommended that a physical meeting be considered for the September meeting with appropriate social distancing measures.</p>	Arrange location for Sept meeting.

Chairperson

Date

Appendix

Action Items arising from Board Meeting No. 84

Housing Agency

	Area	Summary of Decision/Action	Responsibility/ Timeframe
1.	Programme for Government	<p>Executive to prepare an engagement paper on The Housing Agency role to support introduction and added value to the PFG and discussions with the New Minister for Housing.</p> <p>Review of programmes to be undertaken, such as Acquisitions and Mortgage to Rent.</p> <p>Write to new Minister re Housing Commission and the role the Housing Agency could provide.</p>	Executive/ Immediately
2	Statutory Regulator	Executive to commence work on a Draft Shared Services Framework to support the Statutory Regulator regarding its administrative functions.	Executive/ September
3	Disposal of Lands at Devoy Barracks, Naas, Co. Kildare	<ul style="list-style-type: none">▪ Carry out consultation with the LDA to determine approach to transfer of site.▪ Review remaining parcels of land at Devoy Barracks with the aim of disposing lands in full.	Executive
4	September Board Meeting	Arrange location for Sept meeting appropriately sized to support social distancing measures.	Executive