



**Minutes from Board Meeting No. 110
The Housing Agency**

ITEM 1a

Date	28 March 2023	
Venue	Upper Mount Street, Dublin 2	
Time	11.00am	
Chaired	Michael Carey	
Board Members	Bob Jordan, David Duffy, Fiona Lawless, Carol Tancock, Kevin Kelly, Dervla Tierney, Éadaoin Ní Chléirigh, Niamh Callaghan, Eileen Gleeson and Aine Stapleton	
Apologies		
Attendees	Rosemarie Tobin, Department of Housing, Joseph Doyle HSE, Claire Feeney, Jim Baneham, David Silke, Rob Lowth, Sinead Dunne and Ciara Galvin - HA	
Minute Taker	Ciara Galvin	
	Decision	Action
1.	Preliminaries	
1a	Minutes of Meeting #109 Noted and agreed	
1b	Matters Arising Bob Jordan provided an update on the matters arising from meeting 109.	
1c	Conflict of Interest None	
1d	Chair Opening Statement The Chairman opened the meeting outlining the structure of the meeting and the significant time allocated to focus on the issue of homelessness, with presentations from Housing Agency staff, Rose Tobin and Joe Doyle.	
2	CEO Reports	
2a	CEO Monthly Report Bob Jordan provided an overview of key items from the report circulated. An update in relation to the Agency's role in optimising land for housing was provided. The Circular for the Land Acquisition Fund should issue shortly, planning applications submitted by the Land Development Agency have been approved in relation to three Agency sites, and details of obstacles in progressing sites to accommodate Ukrainians were provided. It was noted that the C&AG will be	

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	<p>undertaking a review of the Land Aggregation Scheme in relation to the use of the lands and delivery of homes through these lands.</p> <p>An update was provided in relation to the Agency's role under International Protection. Work has started in relation to reviewing the current Memorandum of Understanding (MOU) with the Dept of Children. This MOU will be an interim measure to ensure there is clarity around the Agency's role, while the review of the White Paper on Ending Direct Provision is being completed.</p> <p>It was reported that the Housing Agency Acquisition Fund is still under review. The Housing Agency is finalising a new submission with the DHLGH for submission to the DPER. It was noted that Housing Agency needs to consider how it responds to the demands in evolving areas of work.</p>	
2b	<p>Key Areas of Performance</p> <p>Mr. Jordan provided details in relation to the report circulated, specifically in relation to the number of Local Authority Home Loan applications underwritten, and Cost Rental Equity Loan applications received in the first two months of the year. It is envisaged that these numbers will increase in the coming months.</p> <p>It was noted that there are viability challenges for AHBs in delivering cost rental schemes. The DHLGH is currently conducting a review to look at the most sustainable mechanisms going forward.</p> <p>A discussion was held in relation to level of declines under the Local Authority Home Loans. It was noted that the level of decline is based upon applicants' evidence to sustain a home loan.</p>	
2c	<p>Corporate Risk Register</p> <p>The Board noted the corporate risk register. It was confirmed that significant time will be allocated at the May Board meeting in relation to risks of the Agency.</p> <p>Further to a proposal from the Executive, the Board appointed Sinead Dunne as Chief Risk Officer.</p> <p>It was confirmed that the Agency's IT team will attend the May Audit and Risk Committee meeting to present details of the current security measures in place and plans to further enhance the Agency's resilience to cybersecurity attacks.</p>	

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3	Finance	
3a	<p>Management Accounts at Feb 2023 Sinead Dunne, Chief Financial Officer, provided an outline of the management accounts at the end of February 2023.</p> <p>A discussion was held in relation to expected cashflow at the end of 2023. It is anticipated that the Croí Cónaithe (Cities) scheme expenditure is likely to commence in 2024. The subsidy is paid when a purchaser buys the property. Clarification of when funding will arrive in the Housing Agency has to be determined with the Department.</p>	
3b	<p>Acquisitions Reports Reports Noted.</p> <p>Jim Baneham joined the meeting and provided an outline of a proposal by Government for the Housing Agency to acquire properties with tenants in situ who do not qualify for social housing. This immediate temporary measure is being put in place to protect tenants on moderate incomes and to facilitate their transition to Cost Rental tenancies under the management of AHBs.</p> <p>The Board relayed its observations in relation to the Housing Agency operating this initiative, including the Agency's capacity, authority, and associated risks. The Executive are to convey the Board's observations to the DHLGH.</p> <p>It was confirmed that the Board will be provided with regular updates on progress.</p>	<p>Executive to convey Boards feedback to DHLGH</p> <p>Update Board</p>
3c	<p>Procurement Plan Reports Noted</p>	
4.	Board Discussions	
4a	<p>Homelessness Update Rosemarie Tobin, Department of Housing, Local Government and Heritage, Joseph Doyle from HSE National Social Inclusion Office, and David Silke, Claire Feeney and Rob Lowth from the Housing Agency joined the meeting.</p> <p>Joe Doyle presented details of the role of the HSE Social Inclusion unit in supporting the national Housing First programme. It was noted that there are plans to provide a dedicated resource for the Housing First National Office, pending approval in the HSE Service Plan.</p>	

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	<p>Rose Tobin outlined key statistics in relation to homelessness, exits and preventions by type, along with issues and priorities for the DHLGH.</p> <p>Members of the executive (David Silke, Claire Feeney and Rob Lowth) provided inputs on the Housing Agency's various roles in the area of Homelessness, including research, National Housing First Office and homelessness supports.</p> <p>The core issue in supporting Housing First is the challenge in delivering a steady supply of one bed properties in scattered site locations. A discussion was held in relation to the Housing First and non-Irish nationals who may be rough sleeping but do not qualify for social housing supports.</p>	
4b	<p>Sustainability and the Housing Agency</p> <p>David Silke presented the Housing Agency's draft Climate Action Roadmap. The Board adopted the Climate Action Roadmap, commending the plan and steps being taken by the Agency. It was recommended that the Executive consider the development of a social responsibility framework to support the Agency's growth in the area of ESG.</p> <p>Mr. Silke also outlined the Agency's work in supporting sustainability initiatives across the housing system, including in relation to MMC and vacant properties. The Board welcomed the Executive's proposal to develop an overall Sustainability Strategy for the Agency.</p>	
4c	<p>Communications Update</p> <p>Report noted.</p> <p>David Silke provided the Board with an outline of the Summary of Social Housing Assessment published on 24 March 2023.</p>	
5.	Governance and Matters Reserved	
5a	<p>Proposal to Dispose of Lands at Barrack Road, Youghal, Co Cork.</p> <p>Ciara Galvin outlined a proposal to dispose of lands at Barrack Road, Youghal, Co Cork for the purposes of housing development.</p> <p>The Board resolved to dispose of lands at Barrack Road, Youghal, Co Cork to Respond.</p>	
5b	<p>Strategy Committee Terms of Reference</p> <p>Item deferred to April meeting.</p>	April Meeting

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5c	<p>Funding Review Committee Terms of Reference</p> <p>An outline of the draft Terms of Reference for the Funding Review Committee was presented to the Board. The Board agreed that Committee would meet at least week ahead of each Board meeting as required. The recommendations of the Committee will be accompanied by the documentation considered. A discussion was held in relation to Value for Money and the Public Spending Code. It was confirmed that the oversight role in relation to Value for Money and the Public Spending Code would reside with the Audit and Risk Committee.</p> <p>Niamh Callaghan was appointed as the third member of the Committee.</p> <p>The Board adopted the Terms of Reference subject to amendments requested by the Board being applied to the TOR.</p>	Update Terms of Reference
5d	<p>Draft Annual Report 2022</p> <p>The Board were asked to revert to the Executive with comments and observations on the draft annual report 2022.</p>	Comments and observations to be provided to the executive.
6.	Sub Committees and Advisory Panel	
6a	<p>Supply and Advisory Panel</p> <p>Update to be provided to the April Meeting</p>	April Meeting
7	<p>AOB</p> <p>None</p>	
8	<p>Meeting without the Executive Present</p> <p>The Executive left the meeting to allow for discussion by members of the Board.</p>	

Chairperson

Date

Appendix 1

Action Items arising from Housing Agency Board Meeting No. 110

	Area	Summary of Decision/Action	Responsibility/ Timeframe
1	Cost Rental Tenants in Situ	Board Feedback to be conveyed to the DHLGH and reviewed by the Executive. Provide updates to Board on progress	Bob Jordan
2	Strategy Committee Terms of Reference	Defer to April Meeting	Ciara Galvin
3	Funding Review Terms of Committee	Amend terms of reference	Ciara Galvin
4	Draft Annual Report 2022	Members to provide executive with comments and observations	Board members
5	Supply and Affordability Advisory Panel	Deferred to April Meeting	Ciara Galvin