

Regulation Committee Meeting 17 Minutes Feb 23rd, 2017.



Date	23 rd February, 2017
Venue	Housing Agency, Mount Street Upper
Time	11.00am
Chaired by	Jennie Donald (J.D.)
Committee Members Present	Donal McManus (D.M.C), Eddie Lewis (E.L.), Margaret Geraghty (M.G.), Michael Cameron (M.C.), Earnán O'Cléirigh (E.O'C.), Oonagh Breen (O.B.)
In attendance	Jenny Murphy (J.M) (Secretary to the Committee, Regulation Office, Housing Agency) Susanna Lyons (S.L.) (Regulation Office, Housing Agency) Brian Nevin (B.N.) (Regulation Office, Housing Agency)

Agenda Items

1. Apologies

- Mary Lee Rhodes, Ronan Heavey, Gerry Hunt, and Pat Fitzpatrick, Head of Regulation, sent apologies.

2. Declaration of Interest

- No declarations were made.
- Secretary to circulate Annual Declaration of Interest forms in respect of 2016 following today's meeting.

Action

1. Secretary to circulate Annual Declaration of Interest form in respect of 2016.

3. Matters Arising

- No matters arising.

Part 1 – Consent Agenda Items

- a. Minutes
- b. Report on Sign Ups to the Code
- c. Assessment Programme Update

2. Consent Agenda items agreed by Committee.

Part 2 – Items for Discussion

Performance and Operations

5. Report from Head of Regulation

S.L. and B.N. gave an overview of the Head of Regulation's report to the Committee. The following points were discussed:

- **Assessment Programme 2016** – 231 out of 238 Annual Regulatory Returns were received by the Regulation Office. Nine organisations were delisted as a result of non-submission. Two of these organisations have since submitted and will be reinstated when an assessment of their submission has been completed. 75 Assessment Reports

have been issued to date, with the key focus being on Tier 2 and Tier 3 organisations. The Committee discussed the results of the assessment process to date. It was agreed that an anonymised version Financial Assessment Report would be shared with the Committee to aid its understanding of the reporting process.

- **Engagement Programme** – Follow up engagement meetings have been held with three Tier 3 organisations and one Tier 2 organisation in order to review progress. There will be additional organisations identified as requiring engagement following the current assessment cycle.
- **Statistical Review of the Classification of AHBs** – The review of the classification of Approved Housing Bodies by the CSO is ongoing. The focus of the review is on the financing streams rather than the regulatory environment for organisations.
- **Resources** – the recruitment process for the Grade 7 position has been completed and a suitable candidate has been selected and accepted the job offer. It is likely that this person will start with the Regulation Office in May. A Grade 4 position has also been advertised with interviews likely to occur in March.
- **Governance Standard** – A Governance Standard Consultation has been arranged for March 23rd and all CEOs of Tier 3 organisations have been invited to attend. The purpose of this consultation is to discuss the wireframe of the Governance Standard, which existing Governance Codes should the Regulation Office align to, the timeframe for implementation and the formation of a Working Group of Tier 3 organisations. The next phase will involve establishing a Working Group for Tier 2 organisations and following that a Working Group for Tier 1 organisations. The Committee supported the idea of aligning the Governance Standard with existing governance codes. The launch of the Governance Standard is a key objective for the Regulation Office in 2017 and this is likely to occur in Q4 with a phased implementation timeline. A wireframe of the Governance Standard will be circulated to the iRC when available.
- **Financial Pilot – Tier 2** – B.N. identified ten growth orientated Tier 2 AHBs to meet with in order to begin a 'readiness evaluation' discussion with these organisations to establish the capabilities to comply with the Financial Standard in 2017. Five of these organisations have been met to date and meetings are scheduled with the remaining AHBs. The Committee discussed the evaluation, recognising the diverse range of organisations that exist within the Tier 2 category, and agreed with the focus on growth orientated organisations. An update on the evaluation will be provided for the iRC at the April meeting.
- **Business Plan – enabling projects** – A proposal for the assessment of Tier 1 organisations had been approved by the iRC in 2016. However, this needs considerable overhaul. A key enabling project for the Regulation Office is a review of the approach to assessments, particularly regarding Tier 1 AHBs. It is proposed that this review will include what Tier 1 organisations are asked to provide to the Regulation Office annually and what is provided in return by way of an assessment report. The Committee discussed the proposal and the idea of taking a more nuanced approach to the assessment of Tier 1 organisations. The resources allocated to producing 160 plus assessment reports on the smallest organisations is identified as a potential risk

to the Regulation Office. The Committee agreed that the Regulation Office should present a proposal to the iRC regarding the assessment of Tier 1 organisations in April or June.

- **Liaison with the Department on the List of Registered AHBs** – J. M. has followed up with the Department regarding removing inactive organisations from the Department's List of Registered AHBs. Initial desktop research had indicated that there were a small number of organisations that were dissolved on the Companies Registration Office. The Committee agreed that J.M. would share findings with the Department with a view to inactive organisations being removed by the Department from the Registered List.

Action

3. Share redacted version of the Financial Assessment Reports with the iRC.
4. Circulate wire frame of the Governance Standard to the iRC when drafted.
5. Provide an update to the iRC in April on the readiness evaluation of Tier 2 AHBs.
6. Bring proposal with recommended changes to the assessment of Tier 1 organisations to the iRC at April/ June meeting.
7. J. M. to share findings with Department regarding removing of inactive organisations from the list of Registered AHBs.

6. Work Plan 2017

Following the discussions that took place regarding the draft Work Plan at the Strategy Day in January, the executive presented the plan to the Committee which had been updated to include comments and amendments proposed at the Strategy Day.

- The Committee discussed the focus of resources for the Work Plan. It was highlighted that the Performance Management and Development System that has been implemented within the Regulation Office, has incorporated and reflected the Work Plan into individual staff objectives for the coming year.

8. The Work Plan for 2017 agreed by the Committee.

Strategic Development

7. Discussion on the Outcome of the Strategy Day

The Chair presented her paper on the Strategy Day for the Committee to agree the conclusions and recommendations contained therein.

- The key issues identified on the Strategy Day relate to establishing clarity regarding the responsibility for the transition arrangements for the move from interim to Statutory Regulator.
- The conclusions and recommendations, as set out in the paper, include writing to the Department with feedback from the Strategy day and highlighting the key elements identified. This includes establishing a transition strategy and project management of

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the transition process, revisiting the Terms of Reference of the iRC and providing clarity on the committee's role moving forward, establishing the role of the Regulation Office (Committee and Executive) within the transition process, and asking existing Committee members if they are willing and able to serve further as 2016 was the original timeframe.

- The Committee agreed the conclusions and recommendations as set out by the Chair.

9. The Committee agreed the conclusions and recommendations as set out by the Chair.

Action

10. The Chair to write to Bairbre Nic Aongusa capturing the discussion and recommendations from the Strategy Day as outlined above.

11. AOB

- The Chair raised the issuing of hard copies of Committee papers to members of the iRC. It was suggested that this could be scaled back and that the members could rely on electronic copies of papers. It was suggested that if any Committee member had difficulty with accessing papers electronically then hard copy papers would be issued in that instance. The proposal was agreed.
- It was questioned if the overall number of AHB stock, as used by the Regulation Office, is up to date and accurate. The Committee discussed discrepancies in numbers of units as reported by various relevant bodies and questioned which organisation or agency would be best positioned to produce the accurate numbers. It was agreed that the Regulation Office would liaise with John O'Connor, Chief Executive, Housing Agency, regarding the overall accuracy AHB stock numbers.

Action

11. Secretary to issue papers electronically for future meetings.
12. Regulation Office to liaise with John O'Connor, Chief Executive of the Housing Agency, regarding overall accuracy AHB stock numbers.

The next meeting is scheduled for the 27th of April.