

## PUBLIC MINUTES

### of the Homes England Board Meeting held at 1.30pm on Thursday 26 September 2019 at City Tower, Manchester

#### Present:

Simon Dudley	Acting Chair
Stephen Bell	
Keith House	
Duncan Sutherland	
Teresa O'Neill	(by phone)
Ceri Smith	
Olivia Scanlon	
Sadie Morgan	
Vanessa Murden	
Nick Walkley	Chief Executive

#### In attendance:

Lynda McMullan	Chief Financial Officer	
Isabella Freeman	General Counsel	
Amy Casterton	Chief of Staff	Items 2-18
Stephen Kinsella	Chief Land and Development Officer	Item 4c
Joe Sarling	Head of Research and Analysis	Item 4d
Mark Gray	Chief Risk Officer	
Mike Wiltshire	Director Strategy, Markets and Research	Items 1-4d
Steve Trueman	Assistant Director, Building Remediation	Item 10
Christopher Morrow	Pension Manager (by phone)	Items 6-8

Paddy Roche	BCG	Item 1
Brian MacIntyre	Chief Digital & Technology Officer	Item 1
Steve Railton	Assistant Director Transformation	Item 1
Mark Dabell	Head of Health and Safety and Facilities	Item 15
Kevin Bridges	Pinsent Masons	Item 15
Jonathan Cowlan	Pinsent Masons	Item 15
Mary Carter	Board Secretary	

#### Apologies

01/09/19 Apologies were received from Mark Rennison and Nick Walkley.

#### Item 1 Digital Transformation Session

02/09/19 The Assistant Director Transformation gave a presentation to Board setting the direction of transformation at Homes England; an update on the business case and proposed next steps.

**Item 2 Minutes of Previous Meeting**

07/09/19 The minutes of the previous meeting were agreed as a true record.

**Item 3 Matters Arising**

08/09/19 The matters arising were NOTED.

09/09/19 Members asked for a revised format to be devised for the matters arising, recording when and how actions had been delivered.

MC

**Item 4 Policy Development for Board Input**

10/09/19 The Chief Financial Officer introduced the item, which brought together latest developments on the main strategic issues facing the Agency.

**Item 4a) Fiscal Events Update to Board**

11/09/19 The Director Strategy, Markets and Research outlined the main features of the MHCLG Spending Review submission, which was currently under discussion with HMT.

13/09/19 The Board NOTED the update.

**Item 4b) EU Exit Playbook**

14/09/19 The Director Strategy, Markets and Research reported that .... a cross-agency working group had undertaken work to begin operationalising the EU Exit Playbook. This work would continue throughout September and October and the paper provided Board with an update on this work and set out the next steps.

19/09/19 The Board NOTED the Playbook.

**Item 4c) Sustainability Update**

19/09/19 The Director Strategy, Markets and Research updated the Homes England Board on the momentum building behind sustainable housing in both Government and the housing market, and invited them to discuss the nature of Homes England involvement.

23/09/19 Members asked the General Manager to provide a worked up set of options for the Board in November.

MW

24/09/19 The Board NOTED the update.

**Item 4d) Market Overview**

24/09/19 The Head of Research and Analysis presented his monthly market overview.

25/09/19 Members NOTED the report.

**Item 5 Admin Budget Update**

27/09/19 The Chief Financial Officer updated members on progress with admin budget negotiations since her last update at the Strategy Session on 5 September.

30/09/19 The Board NOTED the update.

**Item 6 HCAPS Discussion on Corporate Body Status**

31/09/19 The Chair reported that this paper had been withdrawn in order to allow for more work to be done.

**Item 7 HCAPS Revised Statement of Investment Principles**

32/09/19 Simon Dudley and Teresa O'Neill declared an interest, as they had been involved in some of the discussions leading to these proposals during their tenure as Pension Trustees.

33/09/19 The Pension Manager sought approval from the Board for a revised Statement of Investment Principles to be implemented for the Homes and Communities Agency Pension Scheme.

35/09/19 The Board APPROVED the revised Statement of Investment Principles.

**Item 8 Pensions Retirement through Ill-Health Application**

36/09/19 The Pension Manager asked the Board to consider an application from a former employee of the Housing Corporation for early retirement on compassionate grounds from the Local Government Pension Scheme.

37/09/19 The Board AGREED the application; and asked for a protocol to be developed to delegate non-material decisions of this type, subject to a materiality threshold, to executive level in future.

**IF**

**Item 9 Committee Structure and Memberships**

38/09/19 The Chair presented a proposed committee structure and membership list, which he had agreed after one-to-one meetings with the new members. He proposed that there should remain an Audit and Risk Committee; Nominations and Remuneration Committee; and an Investment Committee; that a SHE committee should be introduced, and that Help to Buy should report to Board and ARC (both with standing HtB agenda items) and the interim HtB ARC arrangements should terminate.

39/09/19 Members AGREED to the proposals, with the proviso that the Help to Buy interim arrangements should stay in place until the end of the calendar year. MC

**Item 10 Private Sector Cladding Remediation Fund**

40/09/19 The Assistant Director, Building Remediation advised the Board on progress with the Fund; presented the MHCLG Commissioning Template for information and sought Board's approval for the necessary delegations to operate the Fund.

42/09/19 The Board NOTED the MHCLG commissioning template; and APPROVED the delegations required to operate the scheme.

**Item 11 CEO Update**

43/09/19 The Chief of Staff presented the CEO's update in his absence. She formally welcomed the four new Board members, and reported that Simon Dudley was in the process of being confirmed as the interim Chair, following Sir Edward Lister's departure.

45/09/19 The Board NOTED the update.

**Item 12 Chair's Update**

46/09/19 The Chair presented a brief summary of his activities on behalf of Homes England since the last Board meeting.

47/09/19 The Board NOTED the update.

**Item 13 Chief Risk Officer Update**

48/09/19 The Chief Risk Officer presented his regular report.

49/09/19 Members NOTED the report.

**Item 14 Management Information Suite**

50/09/19 The Chief Financial Officer presented the key elements of Homes England's performance to the end of August 2019.

53/09/19 Members NOTED the report.

**Item 15 Strategic Safety, Health and Environment Review**

54/09/19 Pinsent Masons gave a presentation setting out the findings of their recent Review. They had found a good Safety, Health and Environment Culture, and self-awareness about the challenges presented by a time of unprecedented growth for Homes England. Significant changes were being made.. but more needed to be done to increase understanding and awareness of SHE duties and responsibilities through further training.

56/09/19 The Head of Health and Safety and Facilities reported that Directors had fully accepted the findings and recommendations contained within the report and embraced the opportunities it presented to significantly improve SHE performance. He would present a monthly update on progress against the action plan in his report to Board.

57/09/19 The SHE champion added that it was one of the most important duties of the Board to promote a good Safety, Health and Environment Culture. He welcomed plans to train Directors and Board Members on their duties and responsibilities in this area.

58/09/19 Members NOTED the review, welcomed the Action plan, and asked the General Counsel to clarify what type of liability cover currently applied to the Board.

IF

**Item 16 Committee Minutes**

62/09/19 Members NOTED the proceedings of the Investment Committee meeting on 12 September 2019 and the HtB Audit & Risk Committee meeting on 25 July 2019.

**Item 15 Any Other Business**

63/09/19 There was no other business.

Date of next meeting: 26 September 2019.

**Chairman's signature:**

**Date:**

WITHDRAWN