

PUBLIC MINUTES

**of the Board meeting
held at 10.00am on Thursday 22 February 2018 at
2 Rivergate, Bristol**

Present:

Edward Lister
Nick Walkley
Richard Blakeway
Simon Dudley
Stephen Bell
Teresa O'Neill

Chairman
Chief Executive

In attendance:

Tom Walker
Chantal Geall
Gordon More
Bayo Dosunmu
Stephen Kinsella
Isabella Freeman
Jane Castor
Amy Casterton
Fiona MacGregor

Deputy Chief Executive & Director of Strategy
Chief Risk Officer
Chief Investments Officer
Executive Director, Homes England Development
Executive Director - Land
General Counsel
General Manager Finance & Performance
Chief of Staff
Director of Regulation

Items 1-3,
5, 9 & 12

Jane Castor
Justin Kenny
Jackie Jacob
Iain Brookes
Mark Dabell

General Manager, Finance and Performance
General Manager, Help to Buy (by Lync)
General Manager, Housing Programmes
Chief People Officer
Head of Estate Management and Health and Safety

Items 4-8
Items 4 & 8
Item 10
Item 11

Mary Carter

Board Secretary

Apologies

01/02/18 Keith House sent apologies.

02/02/18 The Chairman reported that Board interviews were starting the following day, to be followed by a submission to the Secretary of State in 2 weeks' time.

03/02/18 The Director of Regulation confirmed that Simon Dow had been appointed as the interim Chair of Regulation Committee for a 12 month period commencing on 1 March 2018. He would become a board member of Homes England until the formal separation of the Regulator.

Item 1 Minutes of the Previous Meeting

04/02/18 The minutes of the Board meeting on 25 January 2018 were agreed as a true record.

Item 2 Matters Arising

05/02/18 41/01/18 – Board members had noted the potential for Homes England to be intervening twice in certain schemes, through Help to Buy and through equity investment. They asked for a discussion to come to a future Board meeting, examining this issue.

GM

06/02/18 Members NOTED the remaining matters arising.

Item 3 CEO Update

07/02/18 The Chief Executive updated members on key developments since the last Board meeting, including progress with objectives work for Homes England, Help to Buy improvements, the first round of Housing Infrastructure Fund bids and key meetings.

08/02/18 Simon Dudley declared an interest as the Leader of The Royal Borough of Windsor and Maidenhead, which had been involved in two Forward Funding HIF bids.

09/02/18 The Board NOTED the update.

Item 4 Performance Report

10/02/18 The General Manager Finance & Performance tabled latest figures, and reported that Homes England was still forecasting that it would achieve all of its corporate plan targets, subject to Treasury approval to some financial budget re-profiles.

11/02/18 The General Manager, Help to Buy summarised his early conclusions regarding the Help to Buy function and his plans to remediate the service. He considered that Homes England staff had done an excellent job to date, but that there were obvious areas for improvement in the management of the scheme.

17/02/18 The Board NOTED the report.

Item 5 Regulation Update

18/02/18 The Director of Regulation updated members on key issues affecting Regulation.

19/02/18 The Board NOTED the report.

Item 6 Committee Minutes

20/02/18 The Chair reported on the Programme & Projects Committee meeting on 8 February 2018.

21/02/18 The Board NOTED the update.

Item 7 Homes England Development Programme Update

22/02/18 The Executive Director, Homes England Development outlined programme progress since January 2018, the programme structure and key programme milestones to 2020, governance and next steps. In March the Boston Consulting Group would develop vision, objectives and KPIs; the MHCLG relationship work would be completed; a Digital partner and additional programme resources would be appointed; a data aggregation prototype would be under development; and the Windsor House move would commence.

Item 8 Community Housing Fund

24/02/18 The General Manager, Housing Programmes sighted Board on the progress to date on the development of a funding framework for the Community Housing Fund and sought their agreement for Homes England to launch the Fund in early March 2018. Phase one would incorporate revenue bids for capacity building of community groups; and capital bids for associated infrastructure costs. Phase two would seek to invite bids for capital funding to develop community-led housing schemes.

26/02/18 The Board AGREED the proposal for Homes England to launch the fund in early March 2018, subject to Ministerial clearance.

Item 9 Risk Appetite Session

27/02/18 The Chair of Audit & Risk Committee opened the session by summarising the conclusions of the last ARC risk session. The Committee had emphasised the need for a balance between short term priorities to provide sufficient assurance now, and longer term strategic development.

34/02/18 Members **NOTED** the risk papers.

Item 10 Gender Pay Gap Report

35/02/18 The Chief People Officer introduced the paper, which sought approval of the Agency's Gender Pay Gap report. He also explained what was driving the gender pay gap of 18.4% and set out an action plan for tackling the gap, including plans for a fundamental review of the Agency's pay and grading arrangements during 2018/19.

36/02/18 Members discussed the underlying reasons for the pay gap, and actions that Homes England could take to address it. They reinforced the Board's commitment to addressing the gender pay gap as soon as possible.

37/02/18 The Board APPROVED the draft Gender Pay Gap report for publication.

Item 11 Safety, Health and Environmental Update

38/02/18 The Head of Estate Management and Health and Safety updated the Board on Homes England safety, health and environmental performance during the 3 month period from 01/10/17 to 31/12/17. Ten of the 15 health and safety targets set for 2017/18 were on track, 3 had been met and 2 had not been met. Seven incidents occurred in the period between 01/10/17 and 31/12/17, none of which required reporting to the Health and Safety Executive (HSE). Three of the 7 incidents reported were environmental related, two of which resulted in Environment Agency (EA) involvement.

39/02/18 Good progress had been made with the fit-out of Windsor House, and plans were being finalised for Homes England to move over the Easter weekend, with 3 April 2018 the first working day in the new building. Plans to develop a Cambridge office at Northstowe were also making good progress.

41/02/18 Members NOTED the report.

Item 12 Regulation Legal Tender & Changes to Delegations

43/02/18 The Director of Regulation asked Board to delegate the decision on the award of legal services framework contracts for provision of external legal services to the regulation function to her, ahead of the regulator becoming independent from the HCA.

44/02/18 The Board APPROVED the proposal to delegate authority to award framework contracts for provision of external legal services to the regulation function, to the Director of Regulation.

Item 13 Avenue Coking Works

44/02/18 The Executive Director Land introduced two papers on Avenue Coking Works. The first sought approval to the revised price on the disposal of Phase 1 of The Avenue to Kier Ltd; the second sought approval to the final contractor account for the remediation of Avenue Coking Works. These papers had been considered at Land Projects Executive on 21 February 2018, where they were recommended to Board for approval.

48/02/18 The Board AGREED the final account within the approved gross investment total.

49/02/18 Board members reflected on the history of the Avenue Coking Works project, the excellent work by many Homes England staff, and the very considerable achievement it represented. They asked for a paper on lessons learned to come to a future Board meeting, and for plans to be made to celebrate the success of the project with the local council and key partners, and share the expertise gained from the project. There would be a further opportunity to

celebrate success in the summer once Kier had started on site with Phase 1.

Item 14 Any Other Business

50/02/18 There was no other business.

Date of next meeting: 22 March 2018.

Chairman's signature:

Date:

WITHDRAWN