

PUBLIC MINUTES

of the Homes England Board Meeting held at 10.30am on Thursday 25 October 2018 at Windsor House, London

Present:

Edward Lister	Chairman
Nick Walkley	Chief Executive
Keith House	
Richard Blakeway	
Simon Dudley	
Stephen Bell	
Teresa O'Neill	
Duncan Sutherland	Observer
Ceri Smith, UKGI	Observing on behalf of MHCLG

In attendance:

Bayo Dosunmu	Executive Director of the Homes England Development Programme	
Gordon More	Chief Investments Officer	
Chantal Geall	Chief Risk Officer	
Stephen Kinsella	Executive Director Land	
Isabella Freeman	General Counsel	
Jane Castor	General Manager Finance & Performance	
Amy Casterton	Chief of Staff	
Mike Wiltshire	General Manager Strategy and Performance	
Joe Sarling	Head of Research and Analysis	Item 7
Sarah Greenwood	Head of Strategic Growth	Item 9
Steven Sheasby	Government Relations Manager	Item 10
Jackie Jacob	General Manager, Housing Programmes	Item 12
Jeremy Pocklington	MHCLG	Items 1-9
Mary Carter	Board Secretary	

Apologies

01/10/18 There were no apologies.

Item 1 Minutes of Previous Meetings

02/10/18 The minutes of the previous meetings were agreed as a true record, with a minor amendment to paragraph 56'.

Item 2 Matters Arising

03/10/18 The Chairman reported that Duncan Sutherland had now been appointed to the Board. The second candidate had not been appointed since he was taking on another role in the sector that would give him a conflict.

04/10/18 A Special ARC had been held before the Board to discuss Help to Buy Risk. The Chair considered that there needed to be a number of further such meetings, which could be timetabled before a Board meeting, to allow all members to attend. The dates for site visits in 2019 would also be announced soon.

MC

MC

05/10/18 The Executive Director Land reported that he was commissioning a third party to undertake some research and produce a report on lessons to be learned from the Avenue Coking Works project, which he would bring to Board before publication.

SK

06/10/18 The Executive Director Homes England Development reported that good progress had been made on site management arrangements for the Grenfell site. He would circulate the Terms of Reference for the Advisory Panel.

BD

Item 3 CEO Update

07/10/18 The Chief Executive updated members on key developments since the last Board meeting, including impact at recent conferences, the Corporate Strategy session in Warwick, the forthcoming Budget Announcement, and Ministerial sign-off for the Agency's first 5 year Strategic Plan.

08/10/18 The Executive Director Land reported that the Agency had received confirmation of increased land delegations, and the Land Assembly Fund would provide funding to spend on land acquisition.

09/10/18 Members NOTED the report.

Item 4 Performance Report

10/10/18 The General Manager Finance & Performance presented the performance figures for the period ending 30 September 2018 and provided an update on forecast financial and delivery performance to 31 March 2019.

16/10/18 Members NOTED the report.

Item 5 Committee Minutes

17/10/18 The Minutes of the Audit & Risk Committee meeting on 27 September 2018 and the Programmes & Projects Committee meeting on 11 October 2018 were noted.

18/10/18

19/10/18 Members NOTED the report.

Item 6 Budget 2018 and Other Fiscal Events

20/10/18 The General Manager Strategy and Performance reported on the items that were expected to be announced during the Budget. He would send members a briefing note immediately following the announcement.

MW

Item 7 Early Warning Indicators/ Market Analysis

21/10/18 The Head of Research and Analysis provided background on the evolution of the EWI system, presented the findings of the October EWI report, and set out areas where the EWI system would be further developed in the coming months through further refinement and use of new data. A key area of focus in the coming months would be the development of mechanisms to collect qualitative data from colleagues across the organisation on how their market area was changing or performing.

24/10/18 The Board NOTED the findings from the October EWI report; and AGREED to receive EWI reports at each Board meeting going forward.

Item 8 Governance Programme Update

25/10/18 The Chief of Staff updated members on the progress of the various work packages in the Governance workstream. Good progress was being made, with the Mission & Objectives agreed, the Framework Document nearing sign-off, the 5 Year Strategic Plan approved, and new packages would get underway in January 2019, including internal decision making and better working together.

27/10/18 Members NOTED the update.

Item 9 OxCam Update

28/10/18 The Head of Strategic Growth gave a presentation with an overview of the Oxford – Cambridge Arc plans, and the Government's response to the recent NIC report. She updated members on Homes England's work on new settlements, delivery agency collaboration, and set out next steps and wider issues.

31/10/18 Members NOTED the update.

Item 10 Framework Document

32/10/18 The Government Relations Manager presented the final draft of the new Framework Document. The document belongs to the Department and had been drafted on their behalf by UKGI, with substantial input from Homes England. It would act as the core governance document for Homes England and formally reflected many of the changes to governance structures being implemented through the Homes England Development Programme. He would send a copy of the final Document to members once it had been signed.

SS

33/10/18 Members congratulated officers on this significant achievement, in collaboration with UKGI and the Department. They noted the Document would be subject to further review as new delegations & funding flexibilities were agreed with the Department and HMT. They suggested a number of small final amendments to the text, which were accepted for inclusion.

SS

34/10/18 The Board APPROVED the Framework Document for adoption, subject to their comments; DELEGATED authority to make any further minor amendments to the Framework Document in advance of adoption to the CEO of Homes England; and DELEGATED approval of the Schedule of Delegations and Financial Flexibilities to the CEO of Homes England.

Item 11 Top 100 Partners

35/10/18 Members NOTED this item as a work in progress, which would be brought to Board again in November 2018.

TW

Item 12 Strategic Housing Partnerships

36/10/18 The General Manager, Housing Programmes provided an update on progress with Strategic Housing Partnerships.

She would circulate details of the individual Wave 1a deals to members for information.

JJ

39/10/18 Members NOTED the update.

Item 13 Digital Strategic Outline Case

40/10/18 The Executive Director of the Homes England Development Programme provided Board with an update on progress made on the Digital Homes England Business Case; and provided a draft of the Strategic Outline Case (SOC) for comment. He set out the timeline / next steps in the development of the case.

41/10/18 Members agreed to DELEGATE a sub group to consider the Digital

BD

Homes England Business Case, and report to Board in November 2018.

Item 14 Any Other Business

42/10/18 The Board AGREED a revised list of authorised signatories, to authenticate the affixing of the Common Seal of the Homes and Communities Agency, and to sign documents under hand on behalf of the Homes and Communities Agency.

Date of next meeting: 29 November 2018.

Chairman's signature:

Date:

WITHDRAWN