

MINUTES OF THE BRENT HOUSING PARTNERSHIP BOARD MEETING HELD ON THURSDAY 24th SEPTEMBER 2009

Present:

Board Members

Karin Jaeger	TRA
Brian Litchfield	TRA
Chirag Pandya	TRA
David Unwin	TRA
Dennis Woolcock	TRA
Sami Hashmi	Councillor
Jim O'Sullivan	Councillor
Annette Collins	Independent
Kathy Ellison -	Independent
Colin Moone	Independent
David Offenbach	Independent

Officers

Helen Evans (HE) (Managing Director), Linda Footer (LF) (Company Secretary), Gary Chase (GC) (Director of Finance), Sandra Royer (SR) (Director of Housing Management) and Jim Cranfield (Clerk).

1 Appointment of Chair

It was proposed and seconded that Kathy Ellison be appointed as the Chair of the Company Board. There being no other nominations:

Resolved unanimously that Kathy Ellison be appointed as the Chair of the Brent Housing Partnership Board until the next Annual Meeting or until her successor is appointed.

2 Apologies for Absence:

Apologies were received from Joyce Baldy Gray, Shaidah Ramzan and Janice Long

3 Declarations of Interest

Jim O'Sullivan in respect of his membership of Hyde Housing Association.

4 Minutes of Board Meeting held on 23rd July 2009

Resolved

That the minutes of the Board meeting held on 23rd July 2009 be agreed as a correct record.

5 Arising

Minute 66 – Progress Update on Civic Centre – HE advised that details of the likely costs of renting accommodation at the proposed new civic centre were still awaited.

6 Schedule of Contracts

The schedule identified any contracts which were due to be awarded under delegated powers and provided an opportunity for the Board to “call in” the contract for consideration.

One contract for a Housing Development Joint Venture Framework was due to be awarded in October and Members agreed that this should be called in.

7 Performance Indicators

A report detailing BHP’s performance in service delivery is submitted to each meeting of the Service Delivery Sub Committee.

Members had indicated at the away day held in September that they would find it helpful to receive a full up to date report on the Key Performance Indicators at Board Meetings.

Accordingly **HE** submitted the Performance Indicators Report as at the end of June 2009 and which included the outturn performance for the previous year.

In Discussion

It was agreed that the full report should be submitted to future Board Meetings. Whilst discussion might focus on those areas which were either below the performance target or were moving in a downward direction, Members recognised the importance of also noting areas of improved or good performance.

The need for the most up to date information was also discussed.

It was agreed to look at the annual programme of meetings to ensure that Board and Service Delivery sub committee meetings were synchronised as far as possible with the availability of the latest performance information.

Members then considered the Performance Report and officers provided further information on the reasons for any underperformance and the nature of mitigating action.

Arising:

- CN – end to end time for all repairs undertaken – this indicator was currently off target. The inclusion of both planned and responsive repairs distorted the performance information and it was agreed that the two elements should be separated in future reports.
- C23 - % of properties with a gas appliance that have a valid gas certificate – performance was 1% off the 100% target. Officers were taking a new legal approach to gain access to properties using the Environmental Protection Act. The outcome of current proceedings was awaited and it was agreed to report the result to the Board.
- D2/D11/12 – services to vulnerable people – these were generally on or above target. **HE** advised on the nature of the current services provided directly by BHP. It was noted that the programme to provide personal alarms had now been completed.
- C21 – Stage 2 complaints as a percentage of stage 1 – at 16% this was 1% above target and Members were please to note that this was a best ever performance.

The report was noted.

8 Top Ten Risks

At the away day Members had discussed ways to develop and improve BHP's risk map. The discussion took place in the light of an internal audit review of the existing risk map and members' previously expressed view that the Board needed to receive reasonably concise and up to date information on the key risks facing BHP. This would enable Members to more effectively exercise their strategic role.

Members had also discussed the future of ALMOs in the light of recent decisions taken by some authorities to return to in-house management. Members had agreed that steps should be taken to ensure that BHP draws together, and is readily able to disseminate, its record of achievement including improving services, developing new services and involving tenants.

HE presented a draft paper to the Board meeting - The Future of the Almo in Brent – which elaborated upon the issues discussed at the away day and included an assessment of the strengths and achievements of BHP and the

implications of the self financing proposals for the HRA which had emerged in the summer. The paper also identified ways in which BHP could, uniquely, work with the Council in developing housing services in Brent.

HE also reported upon a letter received from the Council advising that BHP would not be invited to tender for the redevelopment of a site within South Kilburn.

Members agreed that the council should be asked to explain the reasoning for this decision and that if possible a report be submitted to the next Development Sub Committee

HE said that the Futures paper would be discussed directly with Brent Officers as soon as practicable and Members were invited to submit any comments on the paper directly to Helen.

The Top Ten Risks – following on from the Away Day discussion **HE** outlined what were considered to be the top ten risks facing BHP as follows:

Strategic

- Change of Government policy towards ALMOs
- Council Relationship – management agreement
- Public Spending Cuts

Operational

- Health & Safety
 - Systems
 - Responsibilities
 - Resources
- Investment Deficit

Financial

- Income on own stock
- Loans
- Deflation.

In Discussion

Health & Safety – Members discussed in particular the onerous demands now being made by the Fire Services following the recent Southwark fire.

The position had also been discussed at the Away Day.

HE confirmed that the position necessitated a review of procedures and resources, and if necessary proposals would be brought forward to restructure the organisation in order to inject more resources for health & safety work.

Financial Risks

The Council was seeking to identify savings of around £50million and the possible impact on BHP was discussed.

The position in relation to BHP's income from its owned stock was noted.

Agreed:

That future reports on Key risks should be submitted based upon the top ten strategic issues identified above.

That special meeting of the Board should be convened, possibly at six monthly intervals, to consider the more detailed report emanating from the audit recommendations.

To note that this report would also be considered on a regular basis by the Audit & Finance sub committee.

9 Board Decisions

The Board noted this report which detailed the current position on outstanding matters from Board decisions.

10 Sub Committee Reports

The minutes of the Community Fund Panel meeting held on 27th August 2009 were presented by the Colin Moone, who drew attention to the key points and matters of particular interest.

Resolved

To note and ratify the minutes of the Community Fund Panel meeting held on 27th August 2009

11 Chair's Absence

Kathy Ellison submitted her apologies for the next scheduled meeting, since she would be visiting her daughter in Australia. She wished everyone advanced seasons greetings.

Annette Collins would also be in Australia at that time and submitted her apologies.

The meeting closed at 8.00pm having completed its business.

Chair

Date