GLEN HOUSING ASSOCIATION

BOARD OF MANAGEMENT MEETING

6.30PM - WEDNESDAY 20TH NOVEMBER 2024

AGENDA

1.	**APOLOGIES & DECLARATIONS OF INTEREST**	(Report attached – *for action)*
2.	**MINUTES**	
2.1	Minute of Board of Management Meeting of 23/10/24	(Report attached – *for approval)*
2.2	Matters Arising from above Minute	
3.	**FINANCE & STAFFING MATTERS**	
3.1	Financial Report to 31/10/24	(Report attached – *for approval*)
3.2	Arrears Report to 31/10/24	(Report attached – *for information*)
4.	**GOVERNANCE**	
4.1	Internal Audit Reports • Procurement • Rent Setting	(Reports attached – *for approval*)
4.2	Feedback from SFHA Finance Conference (12/13 Nov)	(Verbal reports from attendees)
4.3	Business Strategy Review	(Report attached)
5.	**AOCB**	

GLEN HOUSING ASSOCIATION

MINUTE OF BOARD OF MANAGEMENT MEETING

WEDNESDAY 20th NOVEMBER 2024

PRESENT:	Graham Ross (GR) Barry Allan (BA) Isobel Muirhead (IM) John McArthur (JMc) Josie Smith (JS) Pat Milne (PM) Alison Crook (AC) Trevor Newman (TN) Stuart Thomson (ST) Shirley Cuthbertson (SC)
IN ATTENDANCE:	Anne Dickie (AD) Ian Byers (IB) Karen Milne (KM) Elaine Cromwell (EC), Thomson Cooper Alex Cameron (AC) – Quinn Internal Audit

GR welcomed everyone to the meeting, advising that Item 4.1 would be brought forward to the start of the meeting to allow Alex to leave after his presentation.

1. APOLOGIES & DECLARATIONS OF INTEREST

Apologies: Shane Garrioch (SG)

Declarations of Interest: None

4. GOVERNANCE

4.1 Internal Audit Reports

Alex Cameron presented the following two audit reports:

4.1.1 Procurement

Board **approved** the report, noting the recommendation with suggested improvements to be integrated into the Procurement Policy at next review.

The sample of contracts used in the audit demonstrated a good cross section of procurement activities, and also the robust framework in place in terms of difficulties in attracting tenders for some of the contracts.

4.1.2 Rent Setting

Board **approved** the report, noting that there were no recommendations made by the auditor. Alex explained that making any recommendations based on best practice from other HAs would only complicate what is already a clear, step by step procedure.

2. MINUTES

2.1 <u>Minute of Board of Management Meeting of 23/10/2024</u>

The above Minute was proposed by JMc, seconded by AC and approved as a true record of the meeting.

2.2 <u>Matters Arising from above Minute</u>

2.2.1 Item 3.1.1 – Cyclical Maintenance

Fencing – meeting set for next week with contractor and Estates Officer. In the meantime, the Estates Officer continues to monitor the situation during estate inspections and repairing/replacing fencing as required.

External Timber Paintwork – IB has a scheduled meeting for tomorrow through the Scottish Procurement Alliance (SPA) framework.

2.2.2 Item 3.1.2 – Staffing Costs

AD confirmed that contact had been made and a repayment plan discussed.

2.2.3 Item 5.2.2 – Aberlour Flats

IB confirmed he hoped to provide an update to Board at next meeting.

3. FINANCE AND STAFFING MATTERS

3.1 <u>Financial Report to 31/10/2024</u>

EC presented this item and referred Members to the detailed report accompanying the accounts. The accounts as presented were **approved**.

3.1.1 EC referred to the additional analysis of Actual Vs Budget graphs provided this month and asked if Board found them helpful. Board agreed that they did find them useful, particularly in identifying trends over the year, prompting questions.

3.1.2 EC referred to the balance held in the Association's deposit account - £1.1m, which is reflected within Bank and Cash under Current Assets. EC suggested that this be shown separately as it is not immediately available cash for the Association's use, i.e. some on long term deposits within the Flagstone portfolio.

3.2 Arrears Report at 31/10/2024

IB presented this report which was **approved.**

3.2.1 Arrears Legal Action

Of the 3 cases called in court in October, the recall of a sisted case for decree raised some discussion and debate about the merits of sisting and continuing cases. The consensus being that while this can be useful, it is felt Sheriffs can be too lenient in some cases and continuing cases a number of times, even when the tenant continues to default.

4. GOVERNANCE

4.2 Feedback from SFHA Conference (12/13 November)

JMc, JS, SG and AD had attended this conference as delegates from Glen HA. Where possible, there was a good spread of attendance at different workshops.

JMc, JS and AD presented verbal feedback on the highlights and lowlights of this conference as they saw them.

In general, they all came away from the event, reassured that Glen's Board and Senior Staff are on top of current housing affairs and well aware of the multiplicity of crises affecting social housing right now, not least;

- achieving net zero
- keeping rents low
- housing the homeless
- SHAPS past service deficits – April 2026 – significant impact on HAs
- HR Landscape – retention being the new recruitment – and nurturing in a new generation of employees, a 'noble work for a noble cause' ethos
- Remain mindful of the wider impact of worldwide politics

- Freedom of Information – reform of key elements of FOI Law, including duty to publish information to reflect our digital age
- Aging population with high percentage of mobility issues
- Employer's National Insurance Contributions rising from 13.8% to 15% from 06/04/2025

4.3 <u>Business Strategy Review</u>

AD presented this report, referring members to the reviewed draft plan which was distributed. She explained that the review had entailed removing and saving all completed projects to a separate plan, leaving only those that were ongoing.

Members were satisfied with the review as presented with clarification sought on only a few points:

4.3.1 Item 2.2 – Allia funding/support – AD explained that this is a government funded financial organisation – for new build development only – no requirement to secure stock against the loan, however there has to be sufficient unencumbered stock to borrow against.

4.3.2 Item 2.4 – Rent Affordability – evidence using SFHA affordability tool - report to Board this year.

4.3.3 Item 2.6 – Seek Opportunities to Build – AD confirmed she has a FHAA meeting in January, at which she will ensure the Alliance takes cognisance of Glen's interest in new builds, particularly in our existing geographical areas and the corridor between.

5. AOCB

5.1 AD advised members that AC was booked to attend the Net Zero Conference next Wednesday.

5.2 Budget & Rent Consultation – in view of there not being a meeting scheduled for December, AD asked members if they would be happy to be contacted via email with proposals to consultation on with tenants. Members happy with this medium and AD reminded them to "reply all" with their comments.

Following the FHAA meeting earlier today, indications are that our peers will consult on rent increase proposals between 4 – 7%.

The meeting concluded at 8.45pm