

Hanover (Scotland) Housing Association Ltd

Board Meeting

Minutes of a meeting held at 3.00 pm on **Thursday 28 November 2019** at 95 McDonald Road, Edinburgh, EH7 4NS

Present	Mr Mike Martin (Chair), Mr Gary Devlin, Mr Stephen Lithgow, Prof Sir Geoff Palmer, Dr Louise Reid, Mr James Rowney, Dr Margaret Whoriskey, Mrs Cathie Wyllie
In attendance	Mrs Helen Murdoch, Mr Adam Curry, Mr Mark Farey, Mr Chris Milburn, Ms Margaret Wallace, Mr Scott Page (part only), Mrs Emma McNeill-McCallum (minute taker)
Apologies	Ms Julia Fitzpatrick, Mr Fraser Mitchell, Ms Jo Roger

94/19 HEART Panel - ASB Scrutiny Report & Recommendations Log

Mr Martin noted that there had been a good constructive meeting with the HEART Panel and thanked those Members that had been able to attend.

95/19 Board Appointments

Following the Transfer of Engagements from Arklet Housing Association it was proposed that Iain Wallace and Julia Fitzpatrick be co-opted to the Board. Mr Wallace was present, however, Ms Fitzpatrick had sent her apologies.

Decision Board Members approved Mr Wallace and Ms Fitzpatrick as co-opted members of the Board. Mr Martin took the opportunity to welcome Mr Wallace to the meeting.

96/19 Declarations of Interest

Mrs Murdoch and Ms Wallace declared their interest in respect of agenda items 7.4 and 7.6; Mr Curry, Mr Farey and Mr Milburn declared their interest in respect of agenda item 7.6; Mr Rowney declared his interest in respect of agenda item 7.1; and Mr Wallace declared his interest in respect of agenda item 8.6.

97/19 Asbestos Report (BRD6/11)

This agenda item was brought forward to allow Mr Page to discuss with Members.

Mr Martin thanked Mr Page for his detailed report and noted that it was important that Members were reassured there were no health issues for residents and staff, and that there were no reporting issues for the Health & Safety Executive.

Mr Page was happy to take questions and drew attention to the key recommendations which had resulted in an action plan to reduce/eliminate a similar incident happening.

Decision

Board Members noted the contents of the investigation report and were happy to endorse the recommendations.

Mr Page left the meeting

98/19**Board Minutes & Actions**

Dr Whoriskey requested an update on the strategy day, noting it had been hoped to have this before the November meeting but this had not been possible. As per the Action Plan it was hoped to hold the meetings late 2019/early 2020. The time committed to the ToE with Arklet had meant that it had not been possible to hold strategy sessions when initially hoped.

Sir Geoff had not been able to attend the meeting where the SHR Assurance Statement was discussed and sought a bit more explanation, which Mrs Murdoch was happy to give.

Decision

The minutes of meetings BRD5 Sep19 and BRD5A Oct19 were agreed as a correct record and signed by the Chair.

99/19**Chief Executive's Report (BRD6/03)**

Mrs Murdoch took her report as read and summarised various items.

Mrs Murdoch had been particularly delighted with the Parliamentary Reception and felt this had been a brilliant showcase of every aspect of Hanover. Mr Devlin and Mr Lithgow commended Mr Martin on his speech and also noted that Ben Hallett's speech on Connecting Communities had been very well received. **The Board Members asked that their appreciation be passed to all who were involved with the event.**

Decision

Board Members noted the information.

100/19**Re-statement Agreements (BRD6/04)**

Mr Martin noted that RBS and NatWest had split the re-statement agreements rather than signing one agreement.

Decision

Board Members noted and ratified the signing of both agreements.

101/19**Corporate Performance (BRD6/05)**

The Board were provided with a report on performance against key indicators, enabling them to clearly see if Hanover was discharging its responsibilities to customers whilst maintaining organisational health and financial viability.

Decision

Board Members noted the information.

102/19 Financial Performance (BRD6/06)

The Board were provided with summarised management accounts for the first six months of the financial year 2019/20.

Decision Board Members noted the information.

103/19 Lothian Pension Fund Update (BRD6/07)

The Board were provided with an update on the options appraisal for the Lothian Pension Fund following the financial impact on contributions from the actuarial valuation as at 31 March 2017.

Decision Board Members noted the information.

104/19 Annual Rents Review (BRD6/08)

The Board considered the rent levels for 2020-21 in accordance with the rent policy, taking into consideration the key objectives of viability, affordability and the results of the consultation with residents.

Decision Board Members approved the rent increase.

105/19 Salary Review 2020/21 (BRD6/09)

Ms Wallace provided several scenarios to highlight affordability, including cost of living, the GMB pay claim and the Ashworth Black reports.

The Board noted the proposal to defer this to the Salary Comparability Review Group to allow the scenarios to be looked at in more detail. It was asked that any questions on the scenarios be raised in advance to allow the figures to be fully prepared for the meeting.

Decision Board Members agreed to defer this to the Salary Comparability Review Group for further discussion and to make a recommendation to the Board.

106/19 Partnership Committee (BRD6/10)

This was to be a sub-committee of the Board but would not have decision making powers. It had been proposed that this Committee would meet over a three year period, however, it was acknowledged that it did not necessarily have to have that longevity. Mr Wallace noted that it had been proposed that the meetings should be held at Barrland Court in Glasgow and part of the meetings should include visits to the Arklet developments and meetings with Arklet residents. The agenda should include the commitments made to Arklet to ensure that these were being followed.

Mr Martin would Chair the Committee and Mrs Wyllie, Mr Lithgow and Mr Wallace would join him. Mr Wallace would advise on other Arklet representatives. A date for the first meeting was still to be set.

- Decision** Board Members noted the appointments to the Partnership Committee and agreed that two members (from Mr Martin, Mrs Wyllie and Mr Lithgow) would form a quorum.
- 107/19** **Customer Engagement Strategy Review/Update (BRD6/12)**
- An update on progress of the delivery of the objectives was provided. A new strategy was to be developed in 2020 and this would be presented to the Board in the second half of that year. Mr Martin asked if this would link in with Community Connections and Mr Milburn confirmed it would, along with volunteering. Volunteers were typically non-residents and it took a lot of work to recruit and retain them. The Community Engagement Manager, Volunteer Co-ordinator and Performance Manager worked closely together.
- Decision** Board Members noted the information.
- 108/19** **Commercial Business Plan Update (BRD6/13)**
- This was an annual update with the current plan focussing mainly on telecare and the conference centre as the non-charity aspects of Hanover.
- A new plan would be prepared during 2020.
- Decision** Board Members noted the information.
- 109/19** **Sunnyside Court, Edinburgh (BRD6/14)**
- The Board were provided with some background information on the development at Sunnyside Court, Edinburgh. Some Members were due to visit the development after the meeting.
- Decision** Board Members noted the information.
- 110/19** **Arklet Evaluation Report (BRD6/15)**
- Arneil Johnston had presented this report to the September meeting. It was agreed that the report captured a lot of what had happened over the period of the ToE. Since the report had been written there had been further financial and lender issues and it was acknowledged that a section covering this would be helpful in the report.
- Dr Reid noted that the Partnership Committee showed that there was an ongoing process and evaluating this might be worthwhile.
- Dr Whoriskey suggested a review in a year to look back at what had happened and how matters had progressed, and Mr Lithgow agreed that it would be good to capture experiences over the next year. Mr Devlin added that it would be helpful to know what other things there wasn't the opportunity to do due to the commitment to the Arklet ToE.
- Decision** Mrs Murdoch and Dr Reid to meet to discuss further.

111/19

Development Activity (BRD6/16)

Mr Farey noted that Loxa Court in Elgin was due to be handed over on 29 November 2019 and that Highland Yard in Buckie was underway.

The start date on Spynie 2 in Elgin had been pushed back to February 2020.

The issues with Scottish Water and drainage pipes had been resolved at Drymen but the concession was that there would only be 15 units instead of 16. This would not affect returning residents as there were only seven.

The partnership with Partick Housing Association was progressing well and this was now inked in for a March 2020 start with PHA getting final approvals and consents.

Decision

Board Members noted the information.

112/19

Standing Items

There were no standing items for discussion.

113/19

Any Other Competent Business

There were no other items for discussion.

Date of Next Meeting

The next meeting was scheduled for Thursday 30 January 2020 at 95 McDonald Road, Edinburgh, EH7 4NS as follows:

15:00 Pre-Meeting (Board Members only)

15:30 Board Meeting

Chairperson:



Date:

30/1/20