



Board Meeting – 31 January 2018

Agenda Item: 3

Subject: Minute of Board Meeting 29 November 2017

Prepared by: Alan Park

Minute of the Board meeting held on Wednesday 29 November 2017 at 5.30pm in Main Street, Ayr

Present:

Tenant Members
Frances Maguire

South Ayrshire Council
Ian Cavana

Community Members
Bobby Pyper (Chair)
Mike Tomlinson
Gemma Collins

In attendance: Jim Whiston
David McGivern
Margaret Woods
Caroline Donald
Alan Park (Minutes)

Jim welcomed everyone to the meeting and informed the members that Rhonda was unable to attend due to a work commitment. Bobby Pyper agreed to act as Chair for the meeting.

1. Apologies

Apologies were received from Rhonda Leith, Georgina Dawson, Simon Leslie, Chris Cullen, Suzi Williamson, Kenny George and Pauline Elliot.

2. Election of up to two Vice Chairs

Jim explained that Rhonda had spoken to Kenny George about becoming one of the Vice Chairs and he had agreed. The Board accepted his nomination as Vice Chair and noted that the second Vice Chair position is open to nominations. Anyone interested to contact either Rhonda or Jim to discuss.¹

¹ Any member interested in becoming Vice Chair to contact Rhonda or Jim

3. Declarations of interest

Bobby asked that any member with an interest in any agenda item declares that fact at the appropriate time during the meeting.

4. Minute of the Board meeting held on Wednesday 25 October 2017

The Minute of the meeting held on 25 October 2017 was accepted as a true record as proposed by Frances Maguire and seconded by Mike Tomlinson.

5. Matters Arising

Jim reported that the Health and Safety Committee meeting planned for next month would be rearranged due to the work commitments of our external advisor.

Jim had circulated forms for completion by Board members for participation in ad-hoc panels and will circulate a list of what panels members have committed to in due course.²

Jim referred to the recent successful Equalities and Diversity training session and confirmed that the Board would also receive this training which would likely form part of a future Board meeting.

The Board accepted the report.

6. Performance Digest to 30 September 2017

Jim explained the rationale for the change in reporting format and a desire to bring our main performance indicators together in one report. The Board welcomed the new format and were very complimentary about the format, style and content.

Bobby summed up the performance reported as very positive overall with the exception of some aspects of Business Development. Jim updated the Board with progress on certain items occurring after the period reported.

The Board agreed that the new format was very helpful and complimented the staff for the new style and the performance reported therein.

7. Projects (Business Development)

Jim updated the Board on progress on the various projects and confirmed that Peebles Street, Ayr was progressing well and that we hope to agree detailed Heads of Terms in January 2018. Site start is hoped for in April 2018.

Kings Arms, Dailly is progressing well and will be finished on time in January 2018 and possibly under budget. All properties have been let. In response to a question from Frances, Jim confirmed that the extra costs of adapting properties will be recovered from the Scottish Government as additional grant for the adaptations.

² Jim to circulate list of panel membership once forms returned

In terms of the acquisition of the Hansel Foundation properties, David indicated that we had received an extremely complimentary email from their Chief Executive thanking all of our staff for making the transition so successful and straightforward. We will prepare a joint PR statement in due course and seek to promote further joint working where possible.

In terms of site finding Jim updated the Board on current activity and referred to a recent positive meeting with the new SAC housing policy officer who had agreed to explore why we had not been selected over other associations for certain sites included within the recently published investment plan.

The Board noted the content of the paper.

8. Housing Management activity

(a) Consultation on proposed rent increase

Jim explained the rationale behind the proposal and the work that has been done so far in the budget preparation for 2018/19. We are seeking feedback on the consultation and for all respondents there is the chance to win a raffle prize for a store voucher. Jim explained that the proposed figure is at the lower end of the range of figures being proposed by fellow member organisations in the Glasgow and West of Scotland Forum.

Mike wondered if the consultation as explained was too narrow since there appeared to be little choice being offered in terms of what tenants might expect for different options. Jim suggested that the approach highlighted does indicate in general terms what the implications are for each scenario and that experience so far shows that tenants seem content that we include for continued development in our plans.

Alan provided context in relation to our historic and current approach to rent setting which has always taken account of the pressure on household incomes and has led to rent increases far below the level that would have been applied using the straightforward formula of RPI plus 1% which has been common in most housing associations. This reflects our desire to maintain current service levels whilst demonstrating that we continue to apply increases only in line with inflation if possible. The proposal is based on business needs in line with the financial projections in our Business Plan and is in fact more than likely to be inflation only (based on CPI) i.e. no real rental growth.

Bobby referred to the consultative approach being taken and confirmed that tenants' views would be taken into account when the final decision is taken in February 2018.

The Board accepted the recommendation.

9. Property Maintenance Activity

(a) Extension of Open Space Maintenance Contract

Mike asked why the increase wasn't limited to 3%. David explained that the recommended increase reflects increased costs for the contractor allied to the fact that there is an absence of suitable alternative contractors. Jim added that our contract administrator had made the recommendation after consideration of all options and noted that this would be the final extension that could be granted under the existing contract.

The Board accepted the recommendation.

10. Financial Matters

There were no additional items to report.

11. Operational Matters

Jim explained that we have invited tenders for the Governance review work and asked if a Board member would be willing to participate in the selection panel. Mike accepted the invitation.

The Board accepted the report.

12. Any other business

Ian proposed a vote of thanks to the Chair.

Document signed –

The Minutes of the meeting held on 25 October 2017

There was no other business and the meeting closed at 6.30pm

Signed

Dated
