hebridean housing partnership

Making our house your home

ITEM NO 3.1

HEBRIDEAN HOUSING PARTNERSHIP

Board

Minutes of Meeting held remotely via Microsoft Teams on Tuesday, 23 May 2023 at 5.30pm

PRELIMINARY ITEM		
ATTENDANCE & APOLOGIES		
	Preliminary Item **The Board agreed to consider an additional paper regarding allocations at item 8.1.**	
1	**Attendance & Apologies** Attendees Gordon Macleod (Chair) Calum Mackay (Vice-Chair) Alison MacCorquodale Donald Macsween Fiona Knape Norman A Macdonald* Roddy Nicolson Apologies Finlay Stewart Helen Mackenzie Iain M Macleod * from item 8.1	Staff & Consultants In Attendance Dena Macleod (Chief Executive) Donald Macleod (Director of Finance & Corporate Services) John Maciver (Director of Operations) Jonathan Fairgrieve (Corporate Services Officer – Minute Taker) Iona France (Governance Officer) Angus MacNeil (Assets & Contracts Manager) Donalda Mackinnon (Area Manager) James Morrison (Finance Manager) Katrina Rowlands (Service Development Manager) Michael Libby (Corporate Services Officer) Norma Robb (People Development Officer) Peter O'Donnell (Investment Manager)
PRELIMINARY PROCEDURAL MATTERS		
2	**Declaration of Interest** **Donald Macsween declared an interest at item 3.2.**	
3.1	**Minute of Board Meeting 29 March 2023** **The minute of the Board meeting of 29 March 2023 was submitted and approved as a true and accurate record.**	
3.2	**Action Sheet** The Chief Executive advised the Goathill development site had now been completed and handed over. **The Action Sheet was noted.**	
4	**Date of Next Meeting** It was agreed the next meeting of the Board will be in person. The Chair advised the meeting scheduled for 23 August 2023 would also be in person and that our Regulation Manager from SHR would be in attendance. The result of the poll as to whether Board Meetings would be on a Tuesday or a Wednesday going forward, was that a Tuesday would be preferable. The Chair advised this would be implemented following the AGM. **The date of the next meeting will be 28 June 2023 and will be held in person.**	
5	**Health & Safety** **Nothing to report.**	

ITEMS FOR DECISION	
6.1	**<u>Annual Return on the Charter 2022/23</u>** The Annual Return on the Charter 2022/23 (ARC) was presented to the Board for consideration and approval, subject to the reconciliation of any queries raised. The report highlighted the variances with some of the key indicators from the 2021/22 return, with most areas of performance returning to pre-pandemic levels: • Average time to re-let properties in the last year has decreased by 31.48%; • Number of calendar days properties were empty decreased by 26.75%; • Void loss has decreased by 43.26%; and • Arrears have decreased by 2.37%. Calum Mackay commended the report and the work that went into the preparation of it. The Governance Officer advised that since the writing of the report the SHQS figure had been amended due to properties with infra-red heating being categorised as a fail rather than in abeyance. Members were further advised the collection of data relating to the Energy Efficiency Standards for Social Housing post 2020 (EESSH2) had been paused while the Scottish Government carried out a review of EESSH2. **The Board reviewed and approved the Draft Annual Return on the Charter 2022/23.**
6.2	**<u>SHR Five-Year Financial Plan Return</u>** The Director of Finance & Corporate Services presented the Five-Year Financial Plan (FYFP) (2023/24 – 2027/28) return required by the Scottish Housing Regulator (SHR) for consideration and approval. The FYFP was based on the 30 Year Plans approved by the Board in March 2023 and was required to be submitted to SHR by 31 May 2023. The Director of Finance & Corporate Services advised that due to the submission deadline, year end balances were not final as the audit was yet to conclude and actuarial valuations were not available to include in the submission. Calum Mackay asked if the Board could approve the submission knowing the balances were unaudited. The Director of Finance & Corporate Services advised it was accepted by SHR that year end balances were subject to change and the focus was on the Five Year Financial Projections. **The Board approved the Five-Year Financial Plan Return for submission to the Scottish Housing Regulator.**
MONITORING REPORTS	
7.1	**<u>SHR Engagement Plan</u>** The Engagement Plan for 2023/24 prepared by the Scottish Housing Regulator (SHR) was presented to the Board. They key issues highlighted were ensuring we keep the Regulator informed of any material changes in our Development Plans which might affect our financial positions or our reputation as per the notifiable events guidance. SHR had previously requested updates on 6 of the ARC indicators and these were included in the report for information. **The Board noted the:** **a) SHR Engagement Plan for 2023/24; and** **b) Performance Indicators.**
MEETING GOES INTO PRIVATE SESSION	

Chairperson Mr Gordon Macleod

SIGNED ………………………………………………………

DATE ………………………………………………………