

**MINUTE OF THE FOUR HUNDRED AND THIRTY SIXTH
MANAGEMENT COMMITTEE MEETING OF LANARKSHIRE
HOUSING ASSOCIATION LIMITED HELD IN THE
ASSOCIATION'S OFFICE AT 191 BRANDON STREET
MOTHERWELL, ON TUESDAY 24 OCTOBER 2023 AT 6PM**

Present:	Fiona Tonner Catriona Blyth Liam Donnachie Barry Farrell Allan Forsythe Shaun Alexander Linda Smith	Chairperson
Attending:	Simon McManus Ann Marie Collins Gavin Young Craig Russell Alan Semple	Chief Executive Corporate Services Director Property Services Director Housing Services Director Finance Manager

Fiona Tonner gave a warm welcome to Linda Smith who was attending her first Management Committee meeting.

1. APOLOGIES

An apology was intimated on behalf of Martin Ritchie and leave of absence was recorded for Sharon Craig-McLeary

2. DECLARATION OF INTERESTS

None recorded.

3. MINUTES

- a) The Minute of the Fourth Hundred and Thirty Fifth Management Committee Meeting held on 26 September 2023 was moved as a true record by Catriona Blyth and seconded by Liam Donnachie.
- b) The Minute of the Human Resources & Equality Sub Committee Meeting held on 26 September 2023 was moved as a true record by Liam Donnachie and seconded by Barry Farrell.

Business Arising

No issues were raised and all agreed actions and recommendations were adopted.

4. ANNUAL ASSURANCE STATEMENT

- a) Evidence Framework (Decision Time)**
- b) Assurance Framework Compliance Report**

The Chief Executive asked that Items a) and b) be taken together. Committee approved this request.

Committee were referred to the Assurance Framework Compliance Report and Evidence Bank which was available for examination and inspection via the secure Decision Time Committee Portal.

The Chief Executive then proceeded to provide a commentary on how the main challenges were dealt with during another exceptional year, as part of the control framework. Committee were advised that the Annual Assurance Compliance continues to be reported to the Management Committee. Whereas the Annual Assurance Improvement Plan which details actions required to strengthen the control framework is a standard agenda item on the Audit & Assurance Sub Committee, where progress can be monitored and reviewed as well as assisting the continuous assessment of assurance. Committee noted this position.

He then continued to report that this year's guidance focused on landlords' compliance with relevant obligations in relation to tenant and resident safety, including the following:

- ❖ Gas Safety
- ❖ Electrical Safety
- ❖ Water Safety
- ❖ Fire Safety
- ❖ Asbestos
- ❖ Damp & Mould
- ❖ Lift Safety

Committee agreed that the Association had gained all the necessary evidence-based assurance of its compliance in respect of all the above duties and have sought specialist advice to monitor compliance in these areas to support its assurance.

c) Assurance Statement 2023

Committee acknowledged the Assurance Statement presented for approval and it was reported that a paragraph had been added with regard to tenant and resident safety.

After discussion, Committee unanimously agreed and confirmed that the Association had complied with the Regulatory Standards of Governance and Financial Management and the requirements of Chapter 3 of the Regulatory Framework as published by the Scottish Housing Regulator.

Committee also delegated authority to Fiona Tonner, Chairperson to sign the Annual Assurance Statement for 2023.

Committee were advised that the Assurance Statement would be submitted to the Scottish Housing Regulator by the deadline date of 31 October 2023 and would also be publicly available to tenants and stakeholders via the Association's website.

CE

5. CORPORATE BENCHMARKING – 30 SEPTEMBER 2023

The Chief Executive advised that the Benchmark Report provided a record of specific key performance indicators and, thereafter, a summary of the following categories were given by the relevant department:

Housing

- Relet figures were strong
- Arrears figures were higher than expected due to late direct debit payments. A discussion then took place on current and former tenant arrears and the Housing Services Director stated that these categories will continue to be monitored.

Maintenance & Property Services

- Figures shown were in line with usual activity and within benchmark.

Finance

- Revenue Cashflow figure was attributed to the window replacement programme and all other benchmarks such as Finance ratios etc. were on track and consistent with previous reports.

6. RENT REVIEW STRATEGY

The Finance Manager referred Committee to the confidential Rent Review Strategy issued with the agenda papers and proceeded to advise on the main purpose of the report and welcomed an open discussion on this.

A debate then took place and Committee considered the need to balance tenant interest against the requirements of the business as essential. After consideration of all the options, Committee agreed in principle that a rent review consultation exercise be undertaken with the tenant choice options of 7.0%, 7.5 % and 8% rent increase rise. The results of this rent consultation would then be reported to the Housing Services Sub Committee for its consideration.

HSD

7. STRATEGIC REVIEW

The Chief Executive referred Committee to the report and appendix issued with agenda papers which outlined the Vision, Mission, Values and Strategic objectives for Committee's consideration and feedback. A discussion then took place on each of these items and after deliberation Committee agreed on the Vision and Mission Statements, however, it was agreed to bring back the Values and Strategic Objectives to a future meeting for further consideration.

CE

8. LOAN FACILITY REVIEW

The Finance Manager advised that it had been agreed at the last meeting that a further report would be presented to provide Committee with the most up-to-date data to make an informed decision on the loan facilities. After consideration, Committee agreed to the recommendation to redeem the Lloyds facilities on 31 October 2023, which would change the fixed to variable mix to a more favourable position while also reducing interest rate exposure.

FM

9. CHARLES MILLAR

Fiona Tonner confirmed that this item had been carried forward from the September Meeting to allow Committee to consider the suggestions that had been put forward to recognise Charlie’s contribution to the Association.

Thereafter, a discussion took place and Committee agreed that a tree be planted in the courtyard together with a plaque recognising Charlie’s immense contribution to the Association.

CSD

10. CORRESPONDENCE

SHR – Consultation on Regulation of Social Housing in Scotland

Committee noted the above correspondence from Scottish Housing Regulator for information purposes.

11. ANY OTHER COMPETENT BUSINESS

No business arising.

12. DATES OF NEXT MEETINGS

Committee noted the dates and times of the undernoted meetings:-

Corporate Governance & Finance Sub Committee	07.11.23 - 5.00pm
Housing Services Sub Committee	07.11.23 - 6.00pm
Audit & Assurance Sub Committee	28.11.23 - 5.00pm
Management Committee	28.11.23 - 6.00pm

13. VOTE OF THANKS

The meeting closed at 7.00pm with a Vote of Thanks to the chair.

Chairperson Signature: _____ Date: _____