

# Management Committee Update

## July 2018

Issue 10



Orkney Housing Association is governed by a voluntary Management Committee elected at our AGM in September each year. The Committee's role is to set and monitor our strategy and performance. Day to day operational management is carried out by the Leadership Team. Some of the Committee's main functions include: approving budgets, reviewing policies, diligent financial management, major decision making and organisational direction, and good governance to ensure statutory and regulatory requirements are met. Management Committee are keen to issue an update following each formal meeting (6 per year).



Committee Members L to R: John Stockan, Dave Dawson, Stacy Johnston, John Rodwell, Linda Forbes (on screen), Fiona Lettice, Philip Cook, Elaine Grieve, Wendy

### Members present on 25 July 2018

- Wendy Baikie
- Philip Cook
- Dave Dawson
- Linda Forbes (Via Skype)
- Elaine Grieve
- Stacy Johnston
- Fiona Lettice
- John Rodwell (Chair)
- John Stockan

## Points of interest from the meeting

Members receive a number of annual papers at this meeting.

### Report & Financial Statements for year ended 31 March 2018

The Association diligently manages all financial activity through internal processes, internal audits and the Audit & Risk Management sub-committee as well as the external audit. No areas of concern were highlighted during this year's external audit. Members were asked to approve the contents of the Report & Financial Statements to be published at the AGM.

### AGM Arrangements

Re-election requirements were decided, AGM arrangements were noted and assurances received from the Company Secretary in accordance with our Rules prior to the AGM. The date was confirmed as **Wednesday 19th September, 7.30pm at Orkney College**. Everyone is welcome and supper is provided.

### Energy Efficiency Standard in Social Housing (ESSH2) Consultation

The Scottish Government has been consulting on their new ESSH2 regulations. This paper detailed the Associations progress in meeting the current ESSH standard at 81.1% of properties at EPC 'D' or above and response to the new proposals aspiring to have as many social rented properties at EPC 'B' or above by 2032.

### NHS Orkney - Leasing

The Association leases a few properties to local organisations such as Women's Aid, OIC & British Red Cross to enable them to house their own clients. Members agreed to add NHS Orkney to the list of local organisations we lease to and explore opportunities of working in partnership with them.

### Annual Report from Care & Repair

The Annual Report marking the 30th year of Care & Repair (C&R) service was presented to members with the highlights of the last 30 years and details of events being planned to mark the occasion.

### Evictions

While the Association works hard to help tenants pay their rent and maintain their homes, there are certain circumstances after all possible options have been exhausted that we have to seek possession of the property. At this meeting members gave authority to enforce the Decree of Eviction for one household.

**Resident Satisfaction Survey** – The final report from the survey was introduced at the meeting, the findings contained high levels of satisfaction in all areas. However there are a few indicators that could be improved with focussed efforts and will form part of an Action Plan.

**Tenant Participation (TP) Action Plan** – Is reviewed regularly with the Resident Panel to ensure that we remain on track to deliver our TP Strategy and provide measurable outcomes. Members reviewed the previous plan before approving the latest version.

**Resident Panel Scrutiny Report** – This report, examining the Allocations process and making suggestions for improvements, was fully researched and written by the Resident Panel. This will feed into our work planning and review of the Rented Allocations Policy later this year.

### Development Report

Members were presented with the Draft Strategic Housing Investment Plan (SHIP) which sets out the priorities of the local authority over the next 5 years. They were asked to agree in principle to recommendations in the SHIP for future developments, note the progress made on current developments and to vary the limits on local consultants to potentially allow them to engage in larger projects. This includes the Association building 108 houses across Orkney in the next 5 years.

### Annual Internal Audit Report

The report detailed the findings of the internal audit. The areas of review were as follows: Recruitment, Rent Arrears, Equality & Diversity & Income Management. Recommendations were made and members updated on progress made to date.

### Annual Reports from Sub-Committees

Performance & Resource sub committee annual report was received which catalogued how the groups monitored all aspects of Association's operations and procedures.

### Policy & Reviews

The following policies were discussed and approved by Committee:

- Anti Fraud, Bribery & Corruption
- Scheme of Delegations
- Rent Setting
- Leasing
- Contractor

### Staffing Update

Recruitment to the post of Head of Housing & Customer Service is progressing.

The Reactive Repairs Service transferred to our Asset Management Team to align services.

Modern Apprentice scheme has been extended to a 2 year programme to include SVQ Level 3.

Mhairi Hughes has successfully completed her CIPFA Certificate in Corporate Governance.

### Resident Panel Update

Members of the Resident Panel finalised their scrutiny report and their findings were presented to the July Management Committee.

The group are looking forward to attending the Summer Engagement tour visiting some West Mainland estates before touring around Rousay.

The group are always looking for more members, if you think that you would like to find out more please contact Suzy Boardman, details below.



We are seeking new committee members who are looking to make a positive contribution in their community. Nominations need to be delivered by **29th August 2018** for approval at the AGM on **19th September 2018**. If this sounds like you and you would like to find out more please contact Mhairi Hughes by email [mhairi.hughes@ohal.org.uk](mailto:mhairi.hughes@ohal.org.uk) or on 01856 875253 ext 201.

Anyone interested in getting involved with the Resident Panel or any other Association activities can contact **Suzy Boardman** on **01856 875253 ext 205** or [suzy.boardman@ohal.org.uk](mailto:suzy.boardman@ohal.org.uk)

<http://www.ohal.org.uk/tenants/get-involved/>