



**LORETTO HOUSING ASSOCIATION
MINUTE OF BOARD MEETING**

Date: 7 October 2019
Time: 6.15pm
Venue: Lipton House, 170 Crown Street, Glasgow, G5 9XD

Chairperson: Douglas Robin

Present: Jean Fyfe
Pauline Gilmore
Jacqui Mallin
Nesta Gilliland

In Attendance: Olga Clayton, Group Director of Housing and Care
Chris Walker, Head of Housing
Sarah Stocks, Finance Manager
Moray Nichol, Governance and Secretariat Manager
Jackie McIntosh, Director of Property Development and Initiatives (in part)

1. Apologies for Absence

Apologies for absence were received from Alex McKay and Allan McGinness.

2. Declarations of Interest

The Board noted the standing declarations of interest.

3. Minutes of Board Meeting held on 19 August 2019, matters arising and actions list

Decided: The minute of the meeting held on 19 August 2019 were approved.

4. Director's Update (verbal)

The Board received an update on the Herald Property Awards and advised an update on the Duke Street remedial works will be provided at the next Board meeting.

5. 2020 Rent Setting

The Board received a report on the proposed approach for the 2020/21 rent increase and how we intend to consult with tenants on the proposals. It was confirmed that the rent increase assumptions in our financial projections are subject to annual review and that the annual review takes into account financial viability, affordability and comparability.

The Board discussed the revised rent options for 2020/21 and the affordability of rents, in particular the findings from having applied the Scottish Federation of Housing Associations (SFHA) affordability assessment tool to Loretto Housing rents. The Board discussed our approach to consulting with tenants on the proposals including the composition of the focus groups and the content of the draft rent setting consultation booklet to be sent to each Loretto Housing tenant.

Decided: The Board:

- 1) Agreed to progress to consultation on a base level of rent and service charge increase for 2020/21 of 3.4%.**

6. Repair Service Model (Presentation)

The Board received a presentation on the repairs service and discussed the vision for the delivery of this service over the life of the new Group Strategy to 2025 including convenient and easy to use digital interactions. The Board discussed performance of the repairs service, development of the performance management framework, the responsibilities between landlord and contractor and our approach to assessing the quality of work undertaken by contractors to ensure it complies with current standards and regulations.

7. Annual Assurance Statement

The Board received the report on the findings from the self-assessment against the Scottish Housing Regulator's new Regulatory Framework, including the Internal Audit opinion and the Group's Annual Assurance Statement. It was confirmed that the Group Board considered evidence at its meeting on 30 August and the Group Board have appropriate assurance that all Registered Social Landlords which are part of Wheatley Housing Group Limited comply with all relevant regulatory requirements set out in Chapter 3 of the Regulatory Framework; all relevant standards in the Scottish Social Housing Charter; and all relevant legislative duties.

Decided: The Board:

- 1) Noted the Group's Annual Assurance Statement.**

8. Finance Report for the period to 31 August 2019

The Board received a report providing an overview of the financial performance for the period to 31 August 2019 and discussed in particular operating surplus and total income inclusive of rental income.

Decided: The Board:

- 1) Noted the management accounts for the period to 31 August 2019; and**
- 2) Noted the funding update which was considered and approved at a separate confidential meeting.**

9. Governance Update

The Board received an update on the 2019 Board appraisal process and the review of the Register of Members. The Board discussed in particular our approach to inclusion and equalities and requested information be brought to a future meeting.

Decided: The Board:

- 1) Noted the approach for 2019 Board appraisal;**
- 2) Approved the cancellation of the share of 38 members under Rule 11 and that the Register of Members be updated accordingly; and**
- 3) Approved the share applications from the named seven tenants.**

10. AOCB

There was no other competent business.