

Committee Minutes

Minutes of Management Committee Meeting
Date Monday 24th October 2022
Held at NGHAs offices at 200 Crown Street, Glasgow, G5 9AY at 6.30pm

Present Jean Miller (Chair), Aaron Reilly, Ian Galloway, Linda Malone, Kirsten Adams-Mackenzie, Cal Duffy, Pauline McKeever, Iain McCreddie and Mari Clark

In Attendance Fraser Stewart - Director
 Linda Anderson - Head of Corporate Development
 Chris Rothnie - Communications Manager
 Jennifer Crocock - Office Manager

1. APOLOGIES

Apologies were submitted by Catherine Docherty, Raymond Shannon, Shahila Mandaniya and Liz Peden.

Fraser requested special leave for Liz Peden which will be revisited in the New Year. Committee **approved**.

2. PREVIOUS MINUTES

i) Management Committee	29.08.22
ii) Management Committee	13.09.22

The above minutes were approved as a true and accurate record.

Proposed by : Aaron Reilly
 Seconded by : Jean Miller

For Ratification:

i) Finance Sub-Committee	20.06.22
ii) Group Audit Sub-Committee	21.03.22
iii) Wider Action Sub-Committee	11.07.22

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MATTERS ARISING

i) Ukraine Refugees – Housing Requirements

NGHA are submitting a funding application this week to Scottish Government in relation to providing up to 30 flats for Ukraine refugees. The majority of the flats will be based in Riverside area. There is a possibility of a further 30 flats in the future.

Committee will be notified of the outcome of the funding application.

ii) NGHA Planning Day – Saturday 29th October

The programme for the planning day will focus on discussing the Association's current priorities and challenges.

iii) Cost of Living / Winter Crisis: Association Response

Committee noted the content of the previously distributed report and appendices which provided an update on:

- Effective co-ordination of staff
- Re-allocation of staff resources to poverty alleviation measures
- Provision of effective fuel advice and support
- Maximising food poverty measures

Committee will continue to be updated on progress.

iv) HR Manager post

Interviews for HR Manager post will take place on 1st November with an anticipated start date in December.

5. SUB-COMMITTEE ROUND-UP

Sub-committee round-up deferred to next meeting.

6. SCOTTISH HOUSING REGULATOR (SHR) AND GOVERNMENT UPDATE

i) Notifiable Events

None.

ii) SHR and Government Update

Committee noted the previously distributed update report and appendices. The report covered:

- Thematic Study on Rent Increases
- Establishment of forum of senior RSL staff
- Government Rent Cap Legislation
- National Report on Social Housing Charter 2021/22
- Cost of Living Crisis – Rent Cap

7. GWSF

i) September 2022

Committee noted the content of the previously distributed GWSF September 2022 update.

v) Rents: October briefing and update on SG rent freeze provisions

Committee noted the content of the previously distributed GWSF briefing note on rent freeze provisions.

It won't be known until 14th January 2023 if Scottish Government intend to extend the rent freeze. In the meantime, GWSF are encouraging members to proceed with rent consultations so they can be used to demonstrate HA's and their tenants have considered reasonable and balanced options. This will be discussed further in agenda item 10.

8. GOVERNANCE

i) Governance Update

Committee noted the content of the previously distributed report.

After discussion the Committee **approved** the sub-committee memberships for 2022/23.

There is no requirement for annual reappointment for Wider Action Sub-Committee co-optees so our current co-optee Tressa Burke continues to serve).

A volunteer is sought to attend future Group Audit Sub-Committee meetings, to replace NGHA Chair. Any member interested in joining this sub-committee and looking for further information, please contact Head of Finance.

ii) NGPM 5 Year Budget and Cash Flow

Committee noted the content of the previously distributed report and appendices.

Committee **approved** NGPM annual cash flow for 22/23 and the updated 5 year business plan cash flow for 22/23-26/27.

9. ANNUAL ASSURANCE STATEMENT 2022

Committee noted the content of the previously distributed report and appendices.

It was noted that the Director's Appraisal and Committee Reviews are in hand and further progress will be provided at the next meeting.

After discussion, Committee **approved**:

- a) NGHA's 2022 Annual Assurance Statement, and the Statement was signed by the Chair and will be put on NGHA website.

- b) Commissioning a further independent validation for next year's Assurance Statement submission, and build into the work programme for the Group Audit Sub-Committee/internal audit function.
- c) Ongoing discussions on collection of equalities data and human rights and housing (to be discussed at agenda item 11).

10. 2023/24 RENT INCREASE CONSULTATION

i) Rent Increase Proposal for Consultation 2023/24

Committee noted the content of the previously distributed report and appendices.

A lengthy discussion took place which took into consideration points raised within the report and the following recommendations were **approved**:

- a) To continue to seek to consult with as many of those on low incomes, but ineligible for Housing Benefit/Housing Support through Universal Credit, as we possibly can.
- b) **For all stock**: consult on an increase of 7% and to apply the same increase to service charges that is agreed for rents after consultation with tenants.
- c) Freeze the rents at 305 and 341 Caledonia Road as they will be cleared in advance of any increase.

ii) Rent Increase Consultation Plan 2023/24

Committee noted the content of the previously distributed report and appendices.

Chris Rothnie, Communications Manager, introduced the report to Committee who subsequently **approved** the content of the proposed rent consultation plan 2023/2024.

Rent increase for 2023/24 consultation feedback report will be provided at the next meeting.

11. COLLECTION OF EQUALITIES DATA

Committee noted the content of the previously distributed report and appendices.

After discussion, Committee **approved** the content of the proposed plan for equalities data collection.

12. APPLICATIONS TO JOIN/USE OF SEAL

Minuted under closed session.

13. A.O.C.B.

i) Office Closure – Festive Period

Committee **approved** to close the office for the festive period from 1.00pm on Friday 23rd December 2022 and re-open at 9.00am on Thursday 5th January 2023.

ii) Head of Corporate Governance

As previously minuted, Linda Anderson is retiring and her last working day is Friday 28th October. Once again, committee thanked Linda for her valued contribution to the Association.

Meeting closed at 8:05pm.