

MINUTES

LSHA BOARD MEETING



Name:	Lochalsh and Skye Housing Association
Date:	Monday, 25 March 2024
Time:	2:00 pm to 2:55 pm (GMT)
Location:	Default Location, Morrison House, Bayfield, Portree
Board Members:	Mr Ian Young (Chair), Mrs Audrey Sinclair, Mr David Clapham, Ms Emma Johnston, Mr Gareth Morgan, Mr Iain Lewis, Ms Liz Williams, Mr Robin Nairn
Attendees:	Angus MacLennan, Graeme Coull, Jennifer MacInnes, Alastair MacGregor
Apologies:	Mr Robert Muir, Mr John Watson

1. Opening Meeting

1.1 Confirm Minutes

1.2 Welcome and Apologies

Apologies were received from Robert Muir and John Watson.

2. Declarations of Interest

2.1 Declarations of Interest

There were no declarations of interest.

3. Minutes of Previous Meeting

3.1 Board Meeting LSHA - (26.02.24 - for approval)

Members reviewed the Minutes of the Board Meeting held on 26 February. At item 7.6 they would like the wording amended to "our progress is comparative to others". Other than this amendment the minutes were proposed by David Clapham, seconded by Iain Lewis and approved unanimously.

CE advised he had brought SHR up to date last week and will continue to inform them of progress.



Other than the amendment noted, the minutes were proposed by Davi...

Other than the amendment noted, the minutes were proposed by David Clapham, seconded by Iain Lewis and approved unanimously.

Decision Date: 25 Mar 2024
Mover: Mr David Clapham
Seconded: Mr Iain Lewis
Outcome: Approved

3.2 AFR Sub-Committee Meeting - (18.03.24 - for approval)

The minutes of the AFR Meeting held on 18 March 2024 were proposed by Audrey Sinclair and seconded by Robin Nairn.



Minutes of AFR meeting held on 18 March 2024 were approved.

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Decision Date: 25 Mar 2024
Mover: Mrs Audrey Sinclair
Seconded: Mr Robin Nairn
Outcome: Approved

4. Decision Tracker

4.1 Board Meeting 26.02.24

DoFCS advised that all items are complete.

In response to a Member's question, TM advised that some items in Fabric First have been tenant driven, others as a result of Energy Advice monitoring where deficiencies have been noted.

5. Other Matters Arising

6. Strategic & Decision Reports

6.1 Business Plan 2024-2029 (incorporating recommendations from AFR)

DoFCS advised that this is an update of what was provided last year and that no significant changes have been made to the plan. He advised that the Equalities Impact Assessment on the Development Strategy had been completed and is linked for the information of Members.

Business Plan 2024/2029

Members advised there are some historical targets / dates which should be removed and text edited to bring it up to date.

Financial Plan 2024/2029

DoFCS advised that this Financial Plan was prepared as a result of AFR and Board discussions.

CE advised that he'd made some observations which the Board need to be aware of and to note. He found some substantive work is required on the Pilot projects if they were to proceed. Also in relation to the Development Programme, there are some assumptions and we will have more challenges around approvals and cost limits going forward. DoFCS added that in relation to the Development Risk, it is hard for DM to give an accurate estimate of when projects will commence as it's becoming more challenging to get approvals.

A Member asked if developing quickly was an issue. DoFCS advised that any increase in stock of more than 20% will raise a flag with the SHR to check we have the means to proceed (private finance facilities etc). DoFCS advised he has discussed the development plan with Murray Smith, SHR who seemed quite comfortable with the plan as a continuation of previous development levels. He advised this is incorporated as part of the SHR's Draft Engagement Plan.

A Member asked about the Biomass site numbers DoFCS confirmed it should remain at present until such time as other contracts relating to the site are concluded.

A Member suggested that we should be positive about the Development Programme as there will be rural funding and our plan shows Skye area has maximum need with little supply.

Asset Management Strategy

CE advised he'd made observations that we are looking for approval as a holding position for the rest of the required background works to be carried out. He advised there is quite a lot of work required to pull everything together which will take time. There is an expectation from SHR to make sure it's done right.

Members questioned the lifespan for Airsource heatpumps of 10 years. TM advised that the assumption is 15 years and this will be amended, he confirmed that the Financial Plan has been prepared with the 15 year assumption. He also advised that some units were failing after as little as 7 years, and advised these are older units, which may not have the costal grade specification which we use now.

Development Strategy

DM provided an updated document, Forecasted LSHA Completed Units (5yr Target 170 Units) as requested by the Chairperson, paper copies were issued to members and it is to be added to the Board Pack for this meeting.

As per Members request, CE agreed it would be good to add in a paragraph reflecting we are aware of the new Passivehaus Standards.

Policy and Environmental Assessment

Members noted this is a good paper on which to base our Options Appraisal as there is a lot included about supply and demand.

Business Plan Risk Register - 5 Year Plan

In response to a question about the difference between Risk Score and Residual Risk, DoFCS advised this is consistent with what was reported last year.

The Chairperson thanked all staff for the work carried out on these documents.

Board Members **considered** and **approved** the Business Plan 2024-2029 subject to the minor amendments noted being undertaken.



Business Plan 2024/2029

Members advised there are some historical targets / dates which should be removed and text edited to bring it up to date.

Due Date: 12 Apr 2024

Owner: Graeme Coull



Asset Management Strategy Interim 2024-2029 Plan

TM to correct the expected lifespan of Airsource heat pump to 15 years.

Due Date: 5 Apr 2024

Owner: Angus MacLennan



Board Pack - 25 March 2024 Meeting

Forecasted LSHA Completed Units (5yr Target 170 Units) document to be added to the Board Pack for this meeting as requested by the Chairperson.

Due Date: 29 Mar 2024

Owner: Graeme Coull



Development Strategy

DM to add in a paragraph reflecting we are aware of the new Passivehaus Standards.

Due Date: 29 Mar 2024

Owner: James Swinnerton



Board Members considered and approved the Business Plan 2024-2029...

Board Members **considered** and **approved** the Business Plan 2024-2029 subject to the minor amendments noted being undertaken.

Decision Date: 25 Mar 2024
Mover: Mr Gareth Morgan
Seconded: Mr Robin Nairn
Outcome: Approved

7. Oversight Reports

7.1 CE Report

The Interim Chief Executive thanked everyone for their support since commencing the post. He advised members that there are some key issues to work on, including integrating a fully costed Asset Management Strategy which requires further development, and taking forward the Governance Action Plan and Electrical Safety Inspections.

CE advised it was key for him to work at an operational level, leading the staff team and to provide support and guidance to the board.

He advised he's been out with TM on Stock visits to see the issues locally.

CE advised he has concerns with the Pilot Projects and advised there may be just as effective and cheaper solutions to consider further.

CE advised there has been a 26% cut in the Scottish Government's affordable development budget.

CE advised that it would be good to look at the operational structure but this will be done with a light touch at the moment, allowing the next CE to review in more depth.

DoFCS advised that the digital work will include process mapping.

Members **Noted** the Report.

8. Miscellaneous Correspondence

8.1 Miscellaneous Correspondence

9. A.O.C.B.

9.1 A.O.C.B.

The Chairperson advised that he would like to proceed with external Board Appraisals this year.

CE advised he'd been in touch with Freya Lee's from North Star to request a quote. He advised that the Chair would be able to sit in on the appraisals which would be of benefit if proceeding internally the following year. Freya has a 3 week time slot available in June, which is later than normal. DoFCS advised that this should be ok as long as a date was booked.

A Member asked for a note of the Consultancy Budget / Spend, DoFCS will provide this.

The Chairperson advised that an additional meeting was going to be required for April and proposed the 29th, which was agreed by members.



Consultancy Spend

DoFCS to provide Report on Consultancy Budget/Spend.

Due Date: 28 Apr 2024

Owner: Graeme Coull

10. Meeting Close

10.1 Close the meeting

Next meeting: LSHA Board 29.04.24 - 29 Apr 2024, 2:00 pm

Signature: lan H. Young

Date: 29/4/24