

MINUTES

LSHA BOARD MEETING



Name:	Lochalsh and Skye Housing Association
Date:	Monday, 27 November 2023
Time:	5:04 pm to 6:00 pm (GMT)
Location:	Default Location, Morrison House, Bayfield, Portree
Board Members:	Mr Ian Young (Chair), Mrs Audrey Sinclair, Mr David Clapham, Mr Gareth Morgan, Mr Iain Lewis, Ms Liz Williams, Mr Robert Muir, Mr Robin Nairn
Attendees:	Graeme Coull, Neil Clapperton, Dana Campbell, Angus MacLennan
Apologies:	Mr Donald Fergusson, Mr John Watson, Ms Emma Johnston, Mr Rory Brown
Guests/Notes:	Ruairidh MacKinnon

1. Opening Meeting

1.1 Welcome and Apologies

2. Declarations of Interest

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3. Minutes of Previous Meeting

3.1 Minutes of Board Meeting Held on 16 October 2023

Chairperson asked for amendment to item 7.5 where it mentions mapping of repairs, confirming that it applied to planned and cyclical. CE agreed to take that forward.

Minutes proposed by RN

Seconded by AS

3.2 Minutes of AFR Sub-Committee Meeting Held on 13.11.23

Chairperson mentioned that a circulation of the management accounts was asked for previously following from the AFR meeting, but did not happen. A member asked for a copy of this before the next meeting, to review in regards to the rent consultation.

Members agreed to formally appoint Robin Nairn chairperson of the AFR Committee.

Minutes proposed by RN.

Seconded by AS.

4. Progress Report from previous Minutes

4.1 Progress Report from Previous Meeting

Progress was noted

5. Other Matters Arising

5.1 Other Matters Arising

5.2 Strategic Risk Register (Referral from AFR)

Members agreed that risk number 1 should have a likelihood level 3, not a level 4. The Board also asked for the covering report to be added.



Add AFR covering report for SRR on Board agenda

Covering report with details of changes to accompany the SRR when presented to the Board. Next quarter and thereafter.

Due Date: 24 Mar 2024

Owner: Aggie MacSween

6. Strategic & Decision Reports

7. Oversight Reports

7.1 Business Plan Performance Half-Year Report

The Chair withdrew this paper from the agenda.

7.2 Service Profile: Handyperson Service

Ruairidh MacKinnon, Handypersons Manage (HPM), joined the meeting to give a brief update on the service and to share some client feedback in the form of client satisfaction forms.

HPM shared that the handypersons service completed 2745 jobs last year, all of which met deadlines. Clients find this service very worthwhile and its well respected within the sector/industry. HPM shared some insight into the upcoming changeover for telecare moving to digital. HPM also shared that the service is currently fully funded due to the intervention of the CE and is also asking for a 5 year deal but that it may be more realistic that a 3 year deal is met. The Board discussed if information was available on how much the service saved the NHS and whether there would be an opportunity to celebrate the HPS' work and engage with senior management in NHSH. The HPM said it would probably have to be a regional event given that LSHA was part of a network of providers.

A member asked what the board can do to support the service. HPM explains that the board have always been extremely supportive and he will be certain to come forward if ever there is a need for the boards support in the future.

HPM also noted how supportive other departments in the organisation are and how hard the handypersons team works to keep up with the current workload.

7.3 Chief Executive's Report

Members agreed that the association should not contribute to a staff meal at Christmas this year; however Members agreed to contribute to future staff celebrations, for instance LSHA's 40th anniversary or the achievement of "compliant" status with the SHR.

Members asked for more in depth reporting on reactive maintenance. TM confirmed it would be possible with a little extra work to populate the report.

A member raised a query about whether Hamilton House was still being unused. TM explained that funding and resources has hampered this project. Members agreed that whatever it is to be used for, office or tenancy, it needs to be back in use if reasonably affordable.



More report detail on reactive repairs

For next quarterly report on reactive repairs, more detail on what is carried out and costs.

Due Date: 25 Feb 2024
Owner: Angus MacLennan

7.4 Performance Report Quarter 2

TM shared some insight on reletting and voids, explaining that void times had been impacted due to lack of resources and fabric first works. TM was hopeful to see a more manageable number in Q3/Q4.

A member queried why the Highland Council is not included in our peer group. CE explained that comparisons are against others of our size, THC is too large for meaningful results, although it is our only local competitor.

A member asked for a report comparing net arrears against other RSL's for the next quarter.



Peer comparison for net arrears

Provide Board with peer comparison for net arrears at next quarter KPI report

Due Date: 25 Feb 2024
Owner: Graeme Coull

7.5 Development Report

A member asked for confirmation that the Glenelg site had been purchased, CE confirmed it had been.

7.6 Raasay Local Lettings Plan

CE shared insight around the successful research phase for the local lettings plan, including significant involvement of young people and the 11% of Raasay's population that attended the consultation event. The LLP would be submitted for discussion and approval at the Highland Housing Register Policy Group on the 28th November.

Several members queried the exclusions clause, the potential for challenge in terms of equalities legislation, its enforceability and whether it is the right thing to do. The Chair queried whether it was possible to discriminate against childless couples. Members agreed they were not comfortable with the exclusions clause as it currently stands and asked for it to be rewritten. Members approved the Raasay LLP subject to a final review to ensure compliance with Scottish Government guidance and housing law with regards to allocations and equalities. The Board asked for feedback on its effectiveness after a year.



Review of exclusion clause and equalities in LLP

Change exclusion clause to focus on statutory agency responsibilities. Review LLP for compliance with allocation law and good practice.

Due Date: 18 Dec 2023
Owner: Moira Gillies

7.7 Tenant Safety Report 2023

TM shared the Association's focus on tenant safety with the board, covering a range of areas and how important this is to LSHA.

Focusing on electrical safety TM explained that the EICR contracts are being re-tendered and that we currently have 4 contractors noting interest but no formal bids yet. TM was confident in delivering the target date for compliance providing we get the previously mentioned formal bids. Without off-island contractors there are high levels of concern around completing within timescale. TM also shared that our in house electrician is completing EICRs while properties are void.

7.8 Miscellaneous Correspondence

8. A.O.C.B.

9. Private Session

9.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Van H. Young

Date: _____

15/11/24