

**MINUTE OF THE FOUR HUNDRED AND TWENTY NINTH  
MANAGEMENT COMMITTEE MEETING OF LANARKSHIRE  
HOUSING ASSOCIATION LIMITED HELD IN THE  
ASSOCIATION'S OFFICE AT 191 BRANDON STREET  
MOTHERWELL, ON TUESDAY 25 OCTOBER 2022 AT 6PM**

<b>Present:</b>	Charles Millar Fiona Tonner Catriona Blyth Liam Donnachie Martin Ritchie Allan Forsythe	(Chairperson)
<b>Attending:</b>	Simon McManus Ann Marie Collins Gavin Young Craig Russell	(Chief Executive) (Corporate Services Director) (Property Services Director) (Housing Services Director)

**1. APOLOGIES**

Apologies were intimated on behalf of John Lockhart, Barry Farrell and Sharon Craig-McLeary

**2. DECLARATION OF INTERESTS**

None recorded.

**3. ANNUAL ASSURANCE STATEMENT**

- a) Evidence Framework (Decision Time)**
- b) Assurance Framework Compliance Report**

The Chief Executive requested that Items a) and b) be taken together. Committee approved this request.

Committee were referred to the report issued with the agenda papers which supported the Assurance Framework Compliance Report and Evidence Bank which was made available on the secure Decision Time Committee Portal.

The Chief Executive then proceeded to provide a commentary on how the main challenges were dealt with during another exceptional year, as part of the control framework. Committee further noted that the Annual Assurance Improvement Plan which detailed actions required to strengthen the control framework was now reported to the Audit & Assurance Committee as a standard agenda item where progress could be monitored and reviewed as well as assisting the continuous assessment of assurance.

He then continued to go through each of the following areas where control framework improvements had been made during the year:

- Business Continuity
- Governance
- Audit
- Risk Management
- Regulatory & Statutory Reporting
- Rent Review 2022

A discussion then took place and after reviewing the Annual Assurance Framework and Compliance Report together with the associated evidence, some weaknesses in the control system were identified, although none of the areas had resulted in material non-compliance with any of the Regulatory Framework.

The areas requiring some attentions are detailed below along with ideas for improvement:

### **Tenant Engagement & Participation**

Since the recruitment of the Housing Services Director some improvements have been made in this area. Direct engagement with tenants, with the Tenant Survey and Census being carried out as well as the re-commencement of the Tenant Focus Group will provide greater tenant scrutiny together with valuable information on tenant issues, concerns and opinions to feed into the decision-making process.

### **Strategy Development**

As agreed at the September Management Committee Meeting, the Strategic Review has been deferred until January 2023 in order to allow time for the Scottish Government to outline plans for rent control commencing 2023/24. How the Association would meet environmental challenges is one of the greatest weaknesses that needs to be addressed within LHAs strategic approach.

### **Notifiable Events**

Work on the Associations Risk Management process by implementation of “Risks” software to provide an integrated risk management solution which includes a comprehensive register of strategic and operational risk was now nearing completion with testing of the software now complete.

**c) Assurance Statement 2022**

Committee acknowledged the Assurance Statement presented.

Finally, after completion of all the above items, Committee approved the recommendations contained within the report at Item 6 outlining the Annual Assurance Statement and confirmed that the Association had complied with the Regulatory Standards of Governance and Financial Management and the requirements of Chapter 3 of the Regulatory Framework as published by the Scottish Housing Regulator.

Committee also delegated authority to Charles Millar, Chairperson to sign the Annual Assurance Statement for 2022.

Committee were advised that the Assurance Statement would be submitted to the Scottish Housing Regulator by the deadline date of 31 October 2022 and would also be publicly available to tenants and stakeholders via the Association's website.

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**4. RETAIL UNIT 7, MOSSEND -- GENERAL CONSENT SECTION 107 OF THE HOUSING (SCOTLAND) ACT 2010**

Committee noted and approved the report in relation to the General Consent Section 107 for Retail Unit 7 at Mossend.

PSD

**5. ENERGY COSTS FOR OFFICE**

The Chief Executive advised Committee that current energy tariffs for the office were due to expire in December 2022 and, thereafter, referred them to the report issued with the agenda papers which contained comparisons from 5 energy suppliers. A discussion then ensued and afterwards, Committee agreed to stay with the current energy supplier.

CE

**6. DATE OF JANUARY 2023 MANAGEMENT COMMITTEE MEETING**

The Chief Executive proposed that the date of the January 2023 Management Committee meeting be moved to 31 January 2023 to enable the Strategy Facilitator to attend the meeting. Committee agreed to move the date of the meeting.

CE

**7. RECRUITMENT – FINANCE MANAGER**

The Chief Executive proceeded to update Committee on the current position regarding the recruitment of a Finance Manager. Committee noted this position.

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**8. ANY OTHER COMPETENT BUSINESS**

**Strategy Day**

Committee noted the proposed date of the next Strategy Day as Saturday 18 February 2023.

**9. DATES OF NEXT MEETINGS**

Committee noted the dates and times of the undernoted meetings:-

Corporate Governance & Finance Sub Committee	01.11.22 - 5.00pm
Housing Services Sub Committee	01.11.22 - 6.00pm
Audit & Assurance Sub Committee	22.11.22 - 5.00pm
Management Committee	22.11.22 - 6.00pm

**10. VOTE OF THANKS**

The meeting closed at 6.45pm with a Vote of Thanks to the chair.

Chairperson Signature: \_\_\_\_\_ Date: \_\_\_\_\_