

Orkney Housing Association is governed by a voluntary Management Committee elected at our AGM. The Committee's role is to set strategy and monitor our performance.

Day to day operational management is carried out by the Leadership Team and services delivered by our excellent staff team.

Some of the Committee's main functions include: approving budgets, reviewing policies, diligent financial management, major decision making, and organisational direction and good governance to ensure statutory and regulatory requirements are met.

We send out an update like this after each formal Management Committee meeting (normally 6 per year).

**Members present
26 January 2022**

Via Zoom:

- Wendy Baikie
- Philip Cook
- Dave Dawson
- Linda Forbes
- Fiona Lettice
- John Rodwell
- Jason Taylor
- Bill Wallace
- John White
- Roella Wilson

Our Management Committee



*Top: Fiona Lettice, Bill Wallace, Wendy Baikie, Philip Cook, Dave Dawson
Bottom: Linda Forbes, John Rodwell, Jason Taylor, Roella Wilson, John White*

GOVERNANCE MATTERS

Self Assessment Update

This standing item at each meeting evidences how we are complying with the Scottish Housing Regulator's Framework. Members agreed that no material changes were required to be made to the Annual Assurance Statement since its submission, noted that no Notifiable Events have been reported to the SHR, the amendments to the list of Governance related policies, and additions to the Evidence Bank.

Audit & Risk Management Sub-Committee Report (ARM)

At a recent development and training session, Members received presentations on 1) the Role of ARM & the Effective Audit Committee; 2) Review of effectiveness of ARM against Terms of Reference; and 3) SFHA Internal Audit Guidance. They also considered internal audit recommendations; agreed criteria and process for the Internal Audit Tender; and noted the Entitlements, Payments & Benefits Annual Report.

Policy Reviews

Members approved the revised Data Protection & Privacy Policy; revised Membership Policy; and an addition to the Complaints Handling Procedure.

Staffing Update

Members were updated on recent recruitment and were pleased to note that 2 Housing Services Officer posts have been recruited to, with offers being verbally accepted.

Progress with staff professional training and development qualifications was presented and noted.

2021/22 Business Planning

Members were updated on progress with previously approved plans for the production of the Association's new 3-year Business Plan covering 2022-25.

Following on from a Strategy Day in December, members were asked to discuss and approve an updated Vision; approve the Mission Statement; and discuss and approve updated Corporate Outcomes. Work on a proposed Purpose Statement is continuing and this will be brought back for members' consideration at a future meeting.

Welfare Reform

Members were informed that the Association's rent arrears performance continues to be strong and compares well nationally and to our local peers.

Since November, staff have again been contacting tenants to provide bespoke help and support; it was noted that the main issues were energy and financial advice.

Rent Consultation Responses

Following a full consultation with tenants and sharing owners members were presented with the results of the survey. Three options had been posed during the consultation, in which 87% of respondents chose the Management Committee's preferred option of:

Three-year consultation-based on September 2021 RPI -1% in 2022/23.

- 3.9% Increase 2022/23 only

Years 2 and 3 based on September 2022 and 2023 RPI +0%.

- TBC Increase 2023/24
- TBC Increase 2024/25

A summary of the questionnaire also showed:

- ⇒ 87.5% of households either strongly or slightly agree that the Association should continue to build new houses.
- ⇒ 9% of households neither agree nor disagree that the Association should continue to build new houses.
- ⇒ 3.5% of households either strongly or slightly disagree that the Association should continue to build new houses.
- ⇒ 64.9% of households either strongly or slightly agree that the information in leaflet provides a clear explanation of why the rents/occupancy charges should be increased.

Development Update

- ⇒ Kirk Park, Orphir: these 8 units are due to be handed over within the next few weeks.
- ⇒ The Crafty, Kirkwall: work is on target for handover of the 12 rented properties at the end of February/beginning of March.
- ⇒ Walliwall Phases 6 and 7, Kirkwall: works are progressing well on site.
- ⇒ Evie: 4 rented and 2 NSSE properties are planned for this site.

