

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 28 September 2022

In person:

- Philip Cook
- Brian Kynoch
- Bruce Pilkington
- Mervyn Sandison
- Roella Wilson

Via Zoom:

- Fiona Lettice
- Linda Forbes
- Bill Wallace



Our Management Committee

Fiona Lettice
Bill Wallace, John Rodwell
John White, Philip Cook
Linda Forbes, Roella Wilson
Brian Kynoch, Bruce Pilkington

ELECTION AND APPOINTMENT OF CHAIR AND VICE CHAIR

At the first meeting following the AGM each year, we elect a Chair and Vice Chair:

- ◇ Fiona Lettice & Bill Wallace were re-elected as Chair and Vice Chair of the Management Committee.
- ◇ Linda Forbes stood down as Chair of the Audit & Risk Management Sub Committee (ARM), after 2 years, and John White was elected as the new ARM Chair.
- ◇ Bill Wallace remains as Chair of the Performance & Resources Sub Committee.

Membership of OHAL's 4 sub-committees and 2 working parties were agreed.

We were also pleased to welcome two new Committee Members to their first meeting: Brian Kynoch and Bruce Pilkington.

Mervyn Sandison came along to observe the meeting, during which he was duly co-opted on to Committee.

GOVERNANCE MATTERS

CAREERS FAIR

Attendance at the recent Careers Fair held in the Pickaquoy Centre provided a fantastic opportunity to promote the different career opportunities available at the Association, including Orkney Care & Repair. Over 60 exhibitors welcomed around 950 people to the event to help inform young people about the choices available to them and help inform decisions about their futures.

A number of staff members were in attendance at various stages throughout the day, providing advice around how to apply, qualifications required for various positions, and hints and tips offered around completing application forms and attending interviews.



Water bottles bearing OHAL logos were handed out and proved to be very popular!

STAFFING UPDATE

Members received a report which covered recent successful recruitment. Progress with staff professional training and development qualifications was presented and noted.

SUB COMMITTEE REPORTS

Audit & Risk Management Sub-Committee

Both the external and internal auditors attended the meeting virtually. Members received the Annual Internal Audit Report and noted the contents of a recent assurance review of Business Continuity Management which was awarded substantial assurance.

Members scrutinised the Report & Financial Statements for the year ended 31/03/2022 and recommended these for approval by Management Committee.

The Q1 Risk Management Report, Governance Report and Annual Entitlements, Payments & Benefits Report were also presented for information.

Performance & Resources Sub-Committee

The Report detailed the Quarter 1 (Q1) Performance Report where 11 of the 20 Key Performance Indicators had been met. The Q1 Finance Report showed that income was generally in line with the budget.

The Q1 Business Plan Progress Report informed members on progress with the 18 Actions outlined in the Operational Plan. The Q1 Development Report detailed progress with current developments, and the Q1 Care & Repair Report was noted.

