

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 29 March 2023

- Brian Kynoch
- Fiona Lettice
- Bruce Pilkington
- John Rodwell
- Mervyn Sandison
- Bill Wallace
- John White
- Roella Wilson



Our Management Committee

*Top: Fiona Lettice, Bill Wallace, John White, John Rodwell, Brian Kynoch and Philip Cook
Bottom: Roella Wilson, Bruce Pilkington and Mervyn Sandison*

BUSINESS PLANS

The **OHAL** Business Plan "Building a Sustainable Future" was approved in March last year and covers 2022-25. Members received a report which detailed the annually updated Appendices for year 2 and these were approved by members.



The **Orkney Care & Repair** Business Plan for 2023-24 outlined the current operating environment the service is operating in, some of the challenges, as well as the importance of retaining the Care & Repair service at its present level. It also detailed proposed plans and targets for the Service to

achieve during the financial year. The Plan was approved by members.

Equalities

Guidance from the Scottish Housing Regulator requires OHAL to collect equality data on the 9 protected characteristics as defined in The Equality Act 2010. Members received a report which included an Action Plan, a draft Equality, Diversity and Inclusion Strategy, Equality Impact Assessment and information on Equalities Data currently collected. Following discussion, members suggested changes to the Strategy which will be brought back to the next meeting.

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, noted the amendments to the list of Governance related policies, and additions/ progress to the Evidence Bank.

Staffing Update

Members considered progress and options with staffing and recruitment. Members also noted progress with staff professional training and development qualifications.

Policy Reviews

Members were updated on the progress with policies due for review, with several being deferred. The annual Treasury Management Strategy had been modified in line with SFHA Guidance and was approved by Members.

Sub Committee Reports

Reports were presented by the Chairs from the last Audit & Risk Management Sub-Committee and Performance & Resources Sub-Committee meetings. These provided details of the work they had undertaken in order to provide assurance to Management Committee.

MC Appraisal Feedback

This report began by acknowledging the great contribution given to OHAL by two members who sadly passed away last year - Wendy Baikie and Linda Forbes. A successful recruitment drive resulted in 3 new members to Committee who are proving to be valuable members. MC acknowledged the hard work by the Leadership Team and all OHAL staff. No particular training issues were identified; recent training sessions were appreciated. MC were conscious of the current challenges being faced by the organisation and its tenants regarding uncertain times and cost of living pressures.

MC Training Plan

Members heard that 100% of the 2022/23 training sessions by external facilitators had been delivered, together with in-house sessions and on-line training. Two in-person events/ conferences were attended by members. A training plan for 2023/24 was discussed and agreed.

Report from Health & Safety Working Party

Members approved updates to the Health & Safety Manual, received a report from the recent H&SWP meeting which detailed updates from MC 3 yearly H&S Refresher session; Housekeeping and Safety Inspections, Workshop Update and Risk Assessments.

2023/24 Budget Approval

A draft budget for 2023/24 which had been reviewed in detail by Performance & Resources Sub-committee, was presented to full committee who gave their approval.

Arrears & Bad Debts Write Offs

Members were informed that there were no sequestrations to date.

They gave approval for one irrecoverable rent and recharge account to be written off.

New Homes Satisfaction Survey Report



The Association collects data from tenants in new properties following the 12 month defects period, to identify any recurring problems with the design of our houses which can be taken into consideration when designing new schemes.

Surveys were sent to tenants at The Crafty and Kirk Park. 100% of those who responded said they were satisfied with their new homes. There were comments regarding heating costs and one issue with ventilation which has since been rectified. Our Building Officers have been contacting tenants to further explain the operation of heaters, where required.

Development Update

- ⇒ Walliwall Phases 6 and 7, Kirkwall: 6 properties were handed over on 28 February, another 8 due on 4 April and the remainder on 9 May.
- ⇒ Yorston Drive, Stromness: two of the six New Supply Shared Equity properties have now been sold and one is in the process of sale. Three properties are still available for sale and options are being explored for these if buyers cannot be found.