

BOARD MINUTES



Meeting Date: 02 May 2024
Time: 6pm
Venue: Almond HA Office

Board Members in Attendance

Tricia Hill
Vicky Bluck
Craig Morton
Chris Boyle
Darren Lewis
Simon Davies – Observer
Natalie Cryans - Observer

Apologies

Julie Riley
Adam Turner
Martin Joyce

Staff in Attendance

John Davidson	Chief Executive
Sandy Young	Director of Housing Management
Iona Taylor	Director of Asset Management
Craig Porter	Director of Finance and Business Support
Tammy Allan	Business Improvement Officer (minutes)

Others in Attendance

STANDING ITEMS

6984	Welcome The Chair welcomed everyone to the meeting.
6985	Apologies A record was made of apologies from non-attendees.
6986	Use of Seal None
6987	AOCB Approval JD advised that he has a Cost-of-Living award update that can be discussed at the end of the meeting.

6988	Declaration of Interest on any Agenda Items None
6989	Minutes from Previous Meeting The Board approved the Minutes from the previous meeting without amendment.
6990	Matters Arising/Update/Information Papers for Discussion None
6991	Board Members – Items for Future Meetings CB advised that it would be beneficial to receive a further report on where the Association stands with regards to development.
6992	Board Training – Verbal None
PRESENTATIONS	
6993	None
REPORTS FOR DECISION	
6994	Reports to be approved following Audit & Finance Sub-Committee – Risk Map Review CM informed the Board that the proposed changes were taken to the Audit and Finance Sub-committee. There are 5 reported amendments, with the main one referring to the changes in specification for the new Housing Management System. However, as mitigation a dedicated project team has been established. VB also referred to previous discussions at the Audit & Finance Sub-committee regarding required changes to the Risk Map and noted that a further update will be brought to the August Board meeting. The Board noted the status of the risk map.
6995	Reports to be approved following Audit & Finance Sub-committee – Bad Debt Write-off CM advised that there was nothing controversial included within the bad debt write-off with £35k being proposed. However, this is comparable with previous years. The Board approved the proposed bad debt write-off/write-off of credit balances as recommended by the Audit & Finance Sub-committee.
6996	Update from the Chair following Asset Management Sub-committee CB informed the Board that the Asset Management Sub-committee last met in March where there were discussions regarding the reactive repairs contract and the [REDACTED] [REDACTED] There were also in-depth discussions with regards to both RAAC and the Jespersion blocks. However, both of which will also be discussed later in the meeting. The Board noted the update following the recent Asset Management Sub-committee.
6997	Appointment of Staffing Sub-Committee Chair

	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>The Board considered the rationale for extending the reactive repairs contract and approved the proposal to negotiate a 12-month extension to the contract with Response Building Maintenance Service (Scotland).</p>
7001	<p>Growth & Partnership Assessment Matrix</p> <p>Following on from a previous Strategy Day discussion with regards to Growth & Partnership, it was agreed that Almond should have a position statement on the Associations approach & this was previously approved as outlined in the report. JD then referred to the matrix that has been pulled together which would help assess whether AHA progress with any potential opportunities that arise.</p> <p>A discussion was generated around how often potential opportunities are likely to occur and whether the assessment should be routinely applied to all potential opportunities and the Board notified of the outcome. It was agreed to adopt the above approach with the Board informed of the outcome of the assessment when applied regardless of whether it suggests moving to an expression of interest.</p> <p>There was also a discussion on whether some of the criteria within the matrix had been set too high. It was agreed that this could be reviewed on an ongoing basis and adjusted dependent on outcomes from its practical application.</p> <p>The Board approved the proposed Growth & Partnership (G&P) Assessment Matrix as outlined in Appendix 1.</p>
7002	<p>9 Day Fortnight Trial Update</p> <p>JD informed the Board that the 9DF was going reasonably well, with good performance throughout the majority of the key performance indicators. He also noted that a staff survey is due to be carried out which includes questions around the 9DF.</p> <p>The Board note the update on the 9 Day Fortnight (9DF) trial.</p>
<p>Finance and Business Support</p>	
7003	<p>Annual Report on the Charter (ARC)</p> <p>CP informed the Board that the Associations ARC submission is brought them for approval and will also be taken to the Associations tenant focus group before final submission.</p>

	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>The Board noted the contents of the report [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
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CONSENT AGENDA

7007	<p>Consent Agenda</p> <p>CP referred to the Management Accounts and also reminded the Board of a conversation that took place during the Strategy Day in April and then advised that £2.5m of investment had been transferred to Santander.</p> <p>IT also referred to the development update and informed the Board that the Blackburn site has been progressing well and they are now on site.</p> <p>The Board agreed to the recommendations within the consent agenda.</p>
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7008	<p>Chief Executive’s Report</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED] As we are in our last year in terms of procurement with insurance, therefore it is important we are in receipt of the required information before the Association goes back out to tender.</p> <p>JD moved on to remind Board of discussions that took place during the recent Strategy Day with regards to developing a regeneration strategy and replacing some of the Associations existing stock. There will be further appraisal work carried out on the Associations stock and we will also review our borrowing capabilities. A new 5-year business plan for 2025 will include details around regeneration which will be brought to Board for approval in September.</p> <p>The Board noted the contents of the report.</p>
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7009	<p>AOCB</p> <p>JD informed the Board that the Staffing Sub-committee will receive a report seeking approval for the next cost of living pay increase. [REDACTED]</p> <p>[REDACTED]</p> <p>The Board noted the update.</p>
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Date of Next Meeting: 06 June 2024

Please note that these minutes have been edited to remove any commercially sensitive or confidential discussions.

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