

BOARD MINUTES



Meeting Date: 03 October 2024
Time: 6pm
Venue: Almond HA Office

Board Members in Attendance

Julie Riley
Martin Joyce
Chris Boyle
Darren Lewis
Craig Morton
Simon Davies

Apologies

Tricia Hill
Adam Turner
Vicky Bluck
Natalie Cryans

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

Linda Ewart – For items 7060-7069

STANDING ITEMS

7060	Welcome The Chair welcomed everyone to the meeting.
7061	Apologies A record was made of apologies from non-attendees.
7062	Use of Seal None
7063	AOCB Approval None
7064	Declaration of Interest on any Agenda Items

	None
7065	<p>Minutes from Previous Meeting</p> <p>The Board approved the Minutes from the previous meeting without amendment.</p>
7066	<p>Matters Arising/Update/Information Papers for Discussion</p> <p>None.</p>
7067	<p>Board Members – Items for Future Meetings</p> <p>None</p>
7068	<p>Board Training – Verbal</p> <p>JR advised that she has recently completed procurement training.</p>
PRESENTATIONS	
7069	<p>Board appraisal feedback</p> <p>LE presented the Board appraisal feedback report noting that it summarises recommendations that have been made following the recent round of annual appraisals.</p> <p>LE detailed the key messages which included a year of unexpected changes, the cut in affordable housing and the discovery of RAAC. However, the Board collectively agreed that they felt that the Associations response was considered and responsible. It was also noted that although the Board is small it has a very diverse range of skills, knowledge and experience. They also bring a balance of scrutiny.</p> <p>In terms of governance, the majority of Board members have 4 or less years' experience sitting on a Board and therefore don't have longevity with the Association. However, LE recommended that AHA work with the experience that is currently on the Board and hold off with recruitment. She also acknowledged that the Chair will stand for one more year and when he stands down, VB has expressed an interest in standing as Chair. Scheduling of meetings has been a frustration and ICT continues to be an issue. It was felt that security has taken over functionality.</p> <p>All of the Board members agreed that they openly engage with the senior leadership team and are happy that all news is brought to them, not just the good news. There is also no expectation or assumption that all Board members will agree but there is recognition that they will agree to disagree. There was also reference made to the changes that were made to the grass cutting scheme [REDACTED].</p> <p>It was noted that the tenant representation isn't strong on the Board but Board members were satisfied that AHA have a lot in place to cover this area. It was also acknowledged that the induction process has picked up recently.</p> <p>In terms of Board ambition, it was felt that AHA need to be more explicit in where the focus is. The Board have an appetite to be less cautious and more ambitious in the future. They spoke about the need to be more creative and relax the constraints and there is a desire to be more willing to have a measured level of risk. There were discussions around what is realistic and what is reasonable in terms of what can be delivered. The Board also have an appetite to keep what is good but also look at what else is available.</p> <p>The Board thanked Linda for her time.</p>
7070	<p>Chief Executive's Report</p>

	<p>JD presented the report to Board informing them of the drop-in sessions that were held for both tenants and owners who are affected by RAAC. JD also provided an update on the recent appointment within AEL and the 9 day fortnight pilot within AHA noting that a report will be brought to the December Board meeting with the results of the staff survey that was carried out by Boston College.</p> <p>The Board noted the contents of this report.</p>
REPORTS FOR DECISION	
7071	<p>Annual Rent Review consultation</p> <p>SY presented the report to the Board noting that it would normally be presented to the Audit & Finance Sub-committee first, however due to the frequency of the meetings this year and the consultation that is required to take place in December with tenants, it has to be considered by the Board.</p> <p>SY gave details of the previous methods that were used by AHA for the consultation, noting that similar methods will be used this year. The Board were also made aware of methods used by the Association to assess levels of affordability.</p> <p>CP informed the Board of the three options that would be proposed to tenants. However, he also made the Board aware that the Association were having to utilise the assumed value of inflation from July which is subject to change and it was noted at this point that AHA also have the option to apply a different amount as opposed to what figures have been used within the consultation.</p> <p>There was a discussion around the proposed figures and whether they would be enough to cover RAAC and the work involved with the Jespersen blocks Board members acknowledged the challenges that AHA face and noted that they did not want the consultation to be delayed.</p> <p>The Board approved the consultation methods with options 4% and 4.8% increase in rent for 2025-26</p>
7072	<p>Budget Assumptions 2025/26</p> <p>CP presented the report firstly highlighting the error within the report. The budget assumptions are in relation to 2025-26 and not 2024-25 as per the report. He also noted that rent increase would be amended to reflect the 4% and 4.8% consultation. CP moved onto provide an update on the rewires that are taking place, the garage voids and the recharge values in terms of bad debt.</p> <p>The Board approved the high-level assumptions for 2025-26</p>
7073	<p>Standing Orders</p> <p>As per the Board standing orders, CP informed the Board that at the first meeting after the AGM the Board remits will be reviewed. The Board were also made aware that discussions took place during the recent Asset Management Sub-committee meeting around whether it should remain a Sub-committee or change to a working group. It was agreed that the remit for the group would remain, however it can be reviewed at a later date.</p> <p>The Board approved the Standing Orders.</p>
7074	<p>Verbal update following recent Asset Management Sub-committee</p> <p>CB gave the Board an update following the recent Asset Management Sub-committee meeting advising them of the discussions that took place regarding the Associations position with RAAC and how it is going to be affecting AHA tenants.</p>

	<p>CB noted the discussions around general maintenance spend and the improvements being made by the Associations contractors in terms of reactive repairs. CB also informed the Board of the discussions that took place around upcoming works such as window and door replacements and customer aspirations.</p> <p>Board were also given an update on the Jesperson blocks and development site in Blackburn and CB concluded by referring to the discussions around whether the group should change to a working group or remain a sub-committee and the type of reports and updates that the Sub-committee would like to receive from SMT.</p> <p>The Board noted the update following the recent Asset Management Sub-committee meeting.</p>
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Finance and Business Support

7075	<p>Procurement Annual Report</p> <p>CP informed the Board of the procurement annual report and advised that whilst it looks back at the Associations procurement activity which took place during the previous year, it also includes details of upcoming procurement exercises. CP also referred to the community benefits element within the report and advised how it is utilised to enhance wider role activity within AHA.</p> <p>There were no queries or questions from the Board.</p> <p>The Board noted the contents of the report.</p>
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7076	<p>Regulatory Return – OSCR and FCA</p> <p>CP informed the Board that both the OSCR and FCA submissions have been made ahead of the deadline dates.</p> <p>The Board noted the contents of the report.</p>
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7077	<p>Katherine Street & Jesperson Block update</p> <p>IT referred to the discussions that recently took place at the Asset Management Sub-committee meeting and also referred to the consultation event with customers, noting that customers can now make their kitchen and tile choices for their home. IT also referred to the progress that is being made in Katherine Street and advised that there is potential that the final account may be more than originally anticipated, however, a report will be brought back to Board at a later date around this matter.</p> <p>With regards to the Jesperson blocks, IT advised that there have been delays with the contractors but they have given assurance that a verbal update will be given regarding the progress with a final report being available by 16th November.</p> <p>The Board noted the contents of the report including</p> <ul style="list-style-type: none"> i. Position in terms of investigation work and anticipated report ii. Potential overspend at Katherine Street due to unforeseen additional works.
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CONSENT AGENDA

7078	<p>Consent Agenda</p> <p>There were no queries or questions from the Board.</p> <p>The Board agreed to the recommendations within the consent agenda.</p>
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7079	<p>AOCB</p> <p>none</p>
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Date of Next Meeting: 05 December 2024

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

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