

**Minute of Langstane Housing Association’s hybrid Board of Management Meeting held at 680 King Street, Aberdeen, AB24 1SL on 8 February 2024 at 12.30pm**

<b>Meeting start time</b>	1.10pm	<b>Meeting end time</b>	2.28pm
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<b>Present</b>	<b>Members - in person</b>	<b>Members - remote attendance</b>
		J Knowles, vice chair
	A Stevenson	T Dinozzi
		J Drummond
		J Fraser
		S Gray
		I Jamieson
<b>In Attendance</b>	<b>In Person</b>	<b>Remote Attendance</b>
	H Gauld, chief executive	M Ballance, director of property
	M Macarthur, director of finance and corporate services	
	J Sutherland, director of housing	
	H Lawson, team leader - executive office (minute taker)	

<b>Apologies</b>	M Martin, chair
	G Urquhart

<b>Not present / No apologies</b>	A Habib
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**1. Board discussions (in-camera)**

**2. Chief executive statement**

The chief executive confirmed there was nothing on the meeting’s agenda that knowingly contravenes the rules, regulations and regulatory requirements of the Association.

**3. Apologies / absence**

The apologies noted above were intimated to the board.

**4. Declaration(s) of interest**

There were no declarations of interest.

**5. Draft minute – board of management – 14 December 2023**

*Decision: Following a correction to the spelling in the second to last line of item 7.1, the minutes from the previous meeting were approved as an accurate record.*

**5.1 Matters arising**

**5.1.1 Governing body annual reviews**

The annual reviews conducted by the governing body are scheduled to begin the week of 12 February 2024. All paperwork must be submitted to H Lawson for review by the Chair prior to the meetings.

## **6. Statement of outstanding business**

*Decision: The board reviewed and noted the statement of outstanding business.*

## **7. Financial Information**

### **7.1 Budget 2024-2025 – Restricted Item**

*Decision: The board of management approved the budget for 2024-25.*

*Action: The chief executive will prepare a report for the board outlining the challenges faced by housing associations, in order to ensure that members have a thorough understanding of the financial pressures.*

#### **7.1.1 Proposed rent increase consultation results and appendix 1 rent consultation information – Restricted Item**

*Decision: The board of management agreed to providing delegated authority to the leadership team and lifting the £20 cap introduced in 2019-20*

*Action: The chief executive confirmed a detailed report will be brought back to the board in three months which will address and follow up on the concerns raised by tenants and subsequently board members.*

### **7.2 Financial report to 31 December**

The report was previously circulated as part of the meeting's papers and there were no further comments from the board.

*Decision: The board noted the financial report to 31 December 2023.*

### **7.3 Financial report to 30 November**

The report was made available to view and there were no further comments from the board.

*Decision: The board noted the financial report to 30 November 2023.*

### **7.4 Three yearly report – Stock valuation for homes used as security**

The leadership team will seek to determine the reasons behind the significant devaluation of the mentioned properties.

*Decision: The board noted the three yearly report – stock valuation for homes used as security.*

## **8. CEO update report**

The Board noted the previously circulated chief executive report which covered updates on the following:

- Scottish Housing Regulator (SHR)
- Scottish Federation of Housing Associations (SFHA)
- Scottish Government – National Acquisition Programme
- Social Housing Net Zero Standard

- Heat in Buildings Standard
- Health and Safety Management – Board involvement
- Scottish Homelessness Monitor 2024
- Business Plan – following Board Away Day
- Decision making under delegated powers
- Decision making at Committee - for ratification

*Decision: The board of management agreed that Langstane will be very clear in the business plan that development activities are not advanced until years 4-5 of the plan and even then, the association will need to be clear about the impact government initiatives have on daily activities and the association's future ambitions.*

*Decision: The board of management ratified the decisions made by the people committee on 22 January 2024.*

## **9. Corporate document review report**

### 9.1 Notifiable events policy

This policy is likely to change but has been presented to the Board of Management for approval to keep it active in the interim.

*Decision: The board of management approved the proposed amendments to the notifiable events policy.*

*J Fraser left the meeting.*

### 9.2 Whistleblowing policy

*Decision: The board of management approved the proposed amendments to the whistleblowing policy.*

### 9.3 Standing orders policy

*Action: A Stevenson asked for a revision to be made to item 24 for accuracy and clarity.*

*Decision: Upon the aforementioned amendment being made to the document, the board of management approved the proposed amendments to the standing orders policy.*

### 9.4 Funding strategy

*Decision: The board of management approved the proposed amendments to the funding strategy.*

## **10. Quarter 3 reports**

### 10.1 Signings report (available to view)

*Decision: The board of management noted the signings report for quarter 3.*

### 10.2 Communications and social media report (available to view)

*Decision: The board of management noted the communications and social media report for quarter 3.*

## **11. Management and independence agreement (LHA – LPL)**

The director of housing confirmed the management and independence agreements between the two companies have been reviewed. The management charges in the agreement have been increased to reflect increases in staffing.

The Langstane Property Limited board met earlier and have reviewed and noted the agreement.

*Decision: The board of management noted the management and independence agreements (LHA – LPL) will be continued as is subject to the increase in management charges.*

## **12. Minutes (available to view)**

### 12.1 Langstane Property Limited – 14 December 2023

*Decision: The board of management noted the minute of the Board of Langstane Property Limited on 14 December 2023.*

### 12.2 People Committee - 22 January 2024

*Action: I Jamieson to revert back to H Lawson with updates to the people committee minute of 22 January 2024.*

## **13. AOCB**

### 13.1 Board member's stepping down

G Urquhart will officially step down from the board of management on 31 March 2024, after joining on 15 February 2021, and serving on the performance committee.

D Macleod, who joined the association on 21 September 2023, has also stepped down as of 25 January 2024.

The vice chair expressed gratitude to both members for their dedicated service to Langstane, acknowledging their professional commitments. J Knowles extended best wishes to both, hoping they found their time in the third sector fulfilling and successful.

### 13.2 Peterhead voids

It was noted the association has a number of empty homes in the Peterhead area. At a recent Aberdeen Chamber of Commerce event, an attendee expressed optimism about the economic opportunities in Peterhead and the surrounding area due to the carbon capture project. It is anticipated this will lead to increased employment in the area and demand for social housing.

I Jamieson queried if there was an explanation as to why they think the projects in Peterhead will increase the demand for social housing. The chief executive responded stating discussion had centred around the population of Peterhead doubling, although the chief executive was unsure how realistic this would be.

13.3 During the Langstane Property Limited board meeting, conversation was held regarding the sustainability of the mid-market rent tenure. The association is considering accelerating this review. The intention is to bring a report to the Langstane Property Limited board meeting in May 2024, and thereafter to the LHA Board of Management.

## **14. Date of next meeting**

Thursday, 18 April 2024