



MARYHILL HOUSING ASSOCIATION LIMITED

MINUTES OF THE BOARD MEETING HELD ON MONDAY 31ST JANUARY 2022 AT 6.30 PM VIRTUAL MEETING VIA TEAMS VIDEO CALL

Board Members	Attended	Apologies
Roger Popplewell (RP)	✓	
Caitlyn Maccabe (CM)	✓	
Colin O'Hara (CO)		✓
Isabella McTaggart (IM)		✓
Jenny Crowe (JC)		✓
Lindsay Forrest (LF)	✓	
Paul Imrie (PI)	✓	
Tim Holmes (TH)	✓	
Valerie Wilson (VW)	✓	
Raphael Rickson (RR)		✓
John McCann (JMc)	✓	

Officers	Items
Bryony Willett (BW)	1-13
Jennifer Simon (JS)	1-13
Rebecca Wilson (RW)	1-13
Alistair McArthur (AMc)	1-13
Karen Fee (KF)	1-5
Joanne Reid (JR)	1-6
Debbie Watt (DW)	1-13
Jenna Borland (JB)	1-13
Observer	

Item No.	Issue	Action By
1.	Welcome	
1.1	LF informed the Board that she had asked PI to chair the meeting.	
1.2	PI welcomed board and volunteered to chair this evening's meeting. This was approved by the Board.	
1.3	Apologies were noted for CO, JC, IM and RR.	
1.4	There were no declarations of interest declared.	
2.	Approval of Previous Minutes – 30th November 2021	
2.1	The Board agreed that there were no changes to the previous minutes from 30 th November 2021.	
2.2	The Board approved the previous minutes.	
3.	Action Tracker	
3.1	The Board approved the seven items proposed for closure, as set out in the action tracker.	
4.	Chair's Update	
4.1	LF confirmed that she had been involved in the Associations Staffing Panel (disciplinary hearing) along with JC and TH.	

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4.2	LF and PI confirmed they had met with the CEO yesterday in preparation for the Board and LF updated that she had met with the CEO to discuss the agenda for Thursday's Strategic Partnerships session.	
5.	Feedback from Board Training / Conferences	
5.1	The Board confirmed there had been no training or conferences attended to update on.	
6.	Rent and Service Charge Approvals	
6.1	The Board considered the responses to the consultation on the proposed rent increase from April 2022.	
6.2	<p>A Board member noted the following with regards to the GWSF rent increase comparison table:</p> <ul style="list-style-type: none"> • only 7 out of 37 HAs applied a zero-rent increase in 21/22. • our 2.7% is the lowest increase (with a few others) consulted on for 2/23. The highest two are 6.1% and 8%. <p>The zero % increase last year will, as we recognised at the time, have a long-term effect on our business plan and that it is important when looking at the GWSF comparisons, to look at the two-year increase of 21/22 and 22/23 to get a true comparison when setting 22/23 rents.</p>	
6.3	The Board asked that next year's report provided a breakdown of response rates by customer demographic information where possible.	JS
6.4	The Board considered in detail the scenarios and proposals presented by Officers of the impact of inflation levels on the business plan and to consider a higher increase than was consulted on or to agree a rent increase of 2.7%.	
6.5	<p>The Board agreed:</p> <ol style="list-style-type: none"> 1. That there is no need to review the rent structure this year but asked that consideration be given to this in future years. 2. To apply a rent increase of 3.6% for all general needs and retirement properties. 3. To delegate authority to the Chair to set service charges from April 2022 based on projected costs for the services following consultation with tenants plus 15% administration fee for retirement housing tenants. 4. To increase rents for leased properties and temporary furnished flats by 5.9%. This reflects an increase of September 2021 RPI (4.9%) plus 1%. 5. To increase the rental element for shared ownership properties by 3.6% from April 2022 which is in line with the increase being applied to general needs properties. 6. To increase the lock up charge by 3.6% in line with the general needs rent. 7. To increase the annual management fee from £162 to £180 to reflect benchmarking comparisons in line with the original proposal for factored properties. 	JS

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7.	Redan Pub Compulsory Purchase Order	
	<i>Removed as confidential.</i>	
8.	Strategy and Development Funding Plan	
8.1	The Board discussed the report and approved the SDFP (Strategy and Development Funding Plan) for submission to GCC.	
8.2	The Board asked whether there would be scope to bring forward acquisition of the sites in the TRA ahead of developing out the site. Officers confirmed that consideration will be given to this when a separate paper comes to Board about North Maryhill TRA for consideration later in the year.	AMcA/BW
9.	CEO Report	
	<i>Removed as confidential.</i>	
10.	Governance Report	
10.1	The Board discussed and noted the Governance report.	
10.2	The Chair asked for volunteers for the interview panel for Board recruitment. PI volunteered to be part of this.	Board Members
10.3	It was noted that for future governance reports, it would contain an overview of what Board members are currently involved in as Officers are aware that everyone is very busy.	RW
10.4	BW provided a verbal update on a potential incident that may be RIDDOR reportable which occurred on 26/02/22. BW will update Board at the February 2022 meeting.	BW
11.	Meeting Review	
11.1	The Board noted they were very happy with the balance of the meeting and the shape of the agenda.	
11.2	It was noted that there was plenty of good discussion/debate from all Board members whilst making the decision around what the rent increase will be for the coming year. It was felt we spent the right amount of time on this agenda item allowing for a good level of contribution from all in attendance. It was noted that the 4 options seemed very similar and though we thought we hit the key issues for consideration in the discussions, it might have been helpful if these were highlighted in the papers a little more clearly. Tenant impact / Business Impact.	
11.3	The Board felt that we need to make sure that staff only have to give a brief overview of each agenda item and not go over the reports verbatim as Board members should have read all of the papers in advance. More time should be allowed for discussion and comments on the papers.	
11.4	The paper around the Redan pub and CPO was dealt with very clearly which got the nub of the point very well and allowed for a good discussion. This made it easy-to-understand and make a decision for the Board.	