

**LOCHABER HOUSING ASSOCIATION
MINUTES OF BOARD OF MANAGEMENT MEETING
HELD IN LOCHABER HOUSING ASSOCIATION OFFICES
ON THURSDAY 09TH MAY 2024**

Present: Andrew Carr (Chairperson)
Di Alexander
John Cooney
Cathy Osborn
Rosemary Bridge
Moirira MacVicar
Stewart Leitch

In attendance: Margaret Moynihan, Chief Executive
Jenny MacKay, Director of Customer Services
Siobhan Toal, Customer Services Officer
Sean Doherty, Director of Asset Management
Maureen Cameron, LCR Manager (Part Meeting)
Brian Pearson, Housing Services Coordinator (Part Meeting)
Gary Hay, Director of Finance
David Smith, Accountant
Ronnie Macrae, CHT
Fiona Munro, CHT

The Chairperson welcomed Gary Hay, Director of Finance to his first LHA Board meeting.

1. Apologies

Apologies had been received from May Tosh and Cllr Sarah Fanet.

2. Declarations of Interest

The Declaration of Interest report was **approved**.

3. Minutes of Meeting held on 10th April 2024

The Minutes of the meeting held on 10th April 2024 were **approved**.

4. Matters Arising from Minutes of Meeting held on 10th April 2024

(i) Board Training

The Director of Customer Services advised the Board that she had recently emailed out regarding dates for development training with SHARE and regulatory training with Stuart Eglinton, the Board were asked to respond to the Director of Customer Services email.

The Board **noted** the verbal update.

5. Confidential Minute of the Meeting held on 10th April 2024

The Confidential Minute of the meeting held on 10th April 2024 were **approved**.

6. **Matters arising from the Confidential Minute of the Meeting held on 10th April**

No matters arising were raised from the confidential minute.

7. **Regulatory Standards – Demonstrating Compliance**

The Board **noted** the compliance with Regulatory Standards report.

8. **LCR**

The LCR Manager updated the Board on the subsidiaries financial position.

9. **Out of Hours Provision**

Some detail within this report has been deemed to be commercially sensitive and is therefore, not available to the public at this time

The Chief Executive updated the Board on the Out of Hours service, in which they were advised that as of 08th May 2024 The Highland Council services are no longer being provided, although for the time being can continue with the call centre Highland Council use, thus allowing tenants to follow the same process for reporting an emergency repair.

The Board **noted** the update.

10. **Development**

Some detail within this report has been deemed to be commercially sensitive and is therefore, not available to the public at this time

Ronnie Macrae, CHT informed the Board that going forward LHA development work will be spread across different officers within CHT to extend knowledge to different staff members. It was also advised that LHA staff will now receive monthly reports as this is an ever-changing environment and this will keep staff updated on each project, Board reports will keep the same layout but will now include actions, risks and timeframes for each site.

Fiona Munro, CHT then updated the Board on the site at Mallaig advising that prices from the new contractor should be received by Friday 17th May and it is hopeful that they will be back on site from August if the prices are approved by Scottish Government. It was advised that the current heating systems that were bought for this site will be restocked, and the new contractor would look at installing Mitsubishi Ecodan systems.

An update was also given on the sites at Glenkingie and Glenshiel with both sites still requiring background work to be undertaken.

The board **discussed** and **noted** the update.

11. **Draft Audit Plan**

The Chief Executive advised the Board that the Audit Plan is for information only and informed the Board that the external audit will start on Monday 13th May 2024.

The Board **noted** the audit plan.

12. **Tour**

The Director of Customer Services advised the Board that a date has now been set for the Board tour and it was scheduled for 10am – 4pm on Wednesday 26th June before the Board meeting. The Director of Customer Services advised that she would email out to Board for everyone to confirm their attendance.

The Board **noted** the update.

13. A.O.C.B

(i) Board Away Day

The Director of Customer Services advised the Board that the RIHAF conference for 2024 has been scheduled for the same date as this year's Board Away Day. The Board agreed that the Away Day should be rescheduled to Monday 7th October to allow members to attend the RIHAF conference.

The Board **noted** and **approved** the change of date and also **noted** that the Director of Customer Services would email out to the Board with more information on the RIHAF conference and members respond if they wish to attend.

(ii) Permission to Evict

This matter has been deemed to be confidential in nature and is therefore, not available to the public.

The Chief Executive and the Housing Services Coordinator both presented this verbal report to the Board in which they were informed that severe damage has been caused to an LHA property.

The Board were advised that a paper may go to the Office Bearers for a decision before the next Board meeting as we need to act fast before more damage is caused.

The Board **noted** the verbal report.