



Minutes of the Board Meeting held on Tuesday 11th August 2009 at 4pm at Link House, 2c New Mart Road, Edinburgh.

Present:	Mr R Robertson (Chairman)	In attendance:	Mr C Sanderson
	Mr E Banks		Mr N Hall
	Mr C Macneill		Ms E Johnston
	Mr A Colston		Mr J Pollock
	Mr R Shorter		Mrs B Higgins
	Mr D McMillan		Mrs M Middleton
	Mr J O'Neill		Mr C Culross
	Mr D Esslemont		Mrs H Bayne
	Mr T Clark		Ms P Boniface (Minutes)

Observer: Councillor D Wilson

BUSINESS

- | | Action |
|---|---------------|
| 1. DECLARATIONS OF INTEREST | |
| None | |
| 2. APOLOGIES | |
| Apologies were received from Mr Foreman, Mr Hinton and Mr Reidford. | |
| 3. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 14th JULY 2009 | |
| The minutes of the meeting held on July 14 th 2009 were approved subject to the following changes: | |
| 6. Risk Management Update | |
| In the final sentence of the first paragraph add the words "requirement for" immediately after the word "planning" and before the word "ground" | |
| 11. Draft Housing (Scotland) Bill Consultation | |
| In the penultimate paragraph delete the word "intention" and replace it with "attention". | |
| Moved: Mr McMillan | |
| Seconded: Mr Banks | |

4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14th JULY 2009

4.1 Millarston Drive Paisley

CONFIDENTIAL

4.2 LinkLiving/The Action Group

Mr Sanderson reported that he had re-drafted the proposed joint statement and it had been sent to The Action Group for comment.

4.3 Mayfield Drive, Denny

Mrs Higgins reported that the total abortive costs for the project may be less than had been written off in the 2009 annual accounts and a comprehensive report was being produced for the Linkwide Board. Thereafter a report would be produced for the September Link Group Board meeting.

BH

4.4 Link Giving

Mrs Bayne reported that 16 projects had been organised for the Link Giving event most of which would take place on August 27th 2009. A reception will be held in the New Mart Road office on Friday 28th August in the evening to review the projects. Mrs Bayne confirmed that the Board was welcome to participate in both events and would write to Board Members to provide details on becoming involved.

HB

4.5 Any Other Matters Arising

There were no other matters arising.

5. HORIZON HOUSING ASSOCIATION

5.1 Progress Report

The Board considered and noted the progress made with regard to Horizon joining the group.

Mr Pollock advised that Horizon had appointed Mr Scott Smith (Horizon's Corporate Services Director) to the post of Managing Director.

Feedback had been received from the Scottish Housing Regulator on the Business Case for Horizon to join the group. Although a number of points had been raised none of the matters was considered substantive and a meeting would be held with the Scottish Housing Regulator the following week to try to resolve matters.

The Board noted that it might still be possible for Horizon to hold its Special General Meeting in September to seek approval from its Members to the rule changes necessary for Horizon to be a subsidiary of Link Group.

5.2 Due Diligence

The covering report (omitted from the circulated papers) was tabled and considered by the board.

The Board noted that Horizon's staff would continue to be members of the SFHA Pension Scheme and the cessation liability attributable to Horizon was the same irrespective of whether Horizon was in the group or not.

The Board noted that the Risk Management Committee had considered the due diligence undertaken and no issues had been raised. Mr Pollock confirmed that this had been the first time the due diligence process (developed in the wake of Linstone) had been used in full and the exercise had worked well. The Board thanked the project team members for their work on the due diligence process.

The Board approved the due diligence undertaken and confirmed that it would welcome Horizon joining the group.

6. RISK MANAGEMENT UPDATE

It was that there was nothing further to report from the Risk Management Committee as the only work undertaken recently had been in relation to the Horizon due diligence.

7. APPOINTMENT OF BOARD MEMBERS TO LINKLIVING

The Board approved the appointment of Barri Miller to the LinkLiving board.

8. LIFT SCHEME STAFF APPLICATION

The Board considered and approved the acceptance of the applicant (being a close relative of a Link Homes staff member) on to the LIFT Open Market Shared Equality Pilot Scheme.

Mrs Higgins advised that there was an over-subscription for the scheme in the East Region, particularly in Edinburgh, and that Link had asked the Scottish Government if the scheme could be closed to new applicants and how existing applications should be prioritised. A reply was awaited.

9. DRAFT HOUSING (SCOTLAND) BILL CONSULTATION

The Board considered the previously circulated draft responses to the Housing Bill 2009 consultation and also the tabled proposed accompanying letter.

The Board noted that Mr Foreman had attended on SFHA Focus Group and had provided useful feedback.

The Board approved the submission of the letter and responses to the consultation. JP

10. APPLICATION FOR MEMBERSHIP

The Board approved the application for membership from Anne Donoghue, a tenant from Wallace Street, Falkirk.

11. BOARD MEMBERSHIP

The Board considered the previously circulated report. Mr Banks volunteered to stand down from the Board at the AGM and offer himself for re-election in order to avoid choosing a name by lot at the AGM (as one from 8 Board Members had to retire)

12. ACHIEVEMENT OF BUSINESS PLAN OBJECTIVES

12.1 Key Performance Indicators

An updated Quarterly Performance Report was tabled for consideration as new figures had been received after the circulated report was issued.

The Board noted that in terms of repairs completions and customer satisfaction with repairs, Link was performing significantly worse than target. In order to address the issues emergency meetings with the repair contractor (Connaught) had been held and the contractor had responded to the criticisms. Connaught was also attending the Link Housing Board meeting in September.

The Board noted that although in some areas tenants were much happier with the repairs service (including ex Port Glasgow HA tenants) the overall position was not acceptable and the Board expected to see a significant improvement over the coming months.

12.2 Subsidiary Reports

The Board considered the previously circulated subsidiary reports.

It was noted that Linkwide had been successful in its bid to extend the Older Persons Advice Scheme and had been awarded £700k by the Scottish Government.

12.3 Consolidated Accounts for the period 1st April 2009 to 30th June 2009

The Board considered and noted the consolidated results for the group for the first quarter of 2009/10.

13. AFFORDABLE HOUSING INVESTMENT REFORM

The Board considered and discussed the previously circulated report. It was noted that Mr Foreman and Mr Sanderson had attended a FVHN briefing meeting on July 15th 2009. Subsequently Mr Foreman had submitted some notes from the meeting. The Board thanked Mr Foreman for his attendance and observations.

The Board commented that although the report commissioned by the Forth Valley Housing Network (FVHN) was lacking in financial detail, the amended press release (which stated that each Association in the FVHN was considering the report) was approved for release.

CS

14. REPAIRS OVERSPEND

The Board considered and discussed the previously circulated report.

The explanations and analysis provided regarding the repairs overspend for

2008/09 were accepted. It was noted that the schedule of rates now incorporated in the repairs service contract would be of significant benefit in managing the repairs spend going forward.

15. SOCIAL ENTERPRISE

Deferred until end of meeting.

16. QUARTERLY LOAN COVENANT COMPLIANCE

The Board noted the previously circulated report which confirmed that Link had complied with its loan covenants.

17. FINANCE DEPARTMENT REPORT

The Board considered and noted the previously circulated report.

18. EXECUTION OF LEGAL DOCUMENTS

The Board considered and noted the previously circulated report.

19. ANY OTHER BUSINESS

19.1 Strategy Away Day

It was agreed that the annual strategy day would be held on September 23rd 2009.

19.2 Chartered Institute of Housing (CIH) Awards

Mr Sanderson reported that both the OPAS project and the LinkLiving Smart Living project had been shortlisted in the CIH UK 2009 awards in the outstanding achievement in Scotland category. Link would book a table of 10 for the presentation ceremony on 11th November in London.

Mr Hall left the meeting at this point.

SOCIAL ENTERPRISE PRESENTATION

Mr Sanderson gave a presentation on the topic of Social Enterprise and wider role as operated by RSLs in Scotland. On behalf of the Board Mr Robertson thanked Mr Sanderson for a comprehensive and informative presentation.

20. DATE OF NEXT MEETING

Tuesday 8th September 2009 at 4:00pm in the Sievewright Suite, 2c New Mart Road, Edinburgh. The Meeting closed at 17:50 p.m.