



Minutes of the Board Meeting held on Tuesday 9th March 2010 at 4pm at Link House, 2c New Mart Road, Edinburgh.

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

Observer: Ms A Currie

BUSINESS

Action

1. DECLARATIONS OF INTEREST

None

2. APOLOGIES

Apologies were received from Mr B Reidford, Mr P Foreman and Cllr D Wilson. The Chairman also welcomed Ms A Currie to the Board meeting as an observer.

3. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 9th FEBRUARY 2010

The minutes of the meeting held on 9th February 2010 were approved.

Moved: Mr Banks
Seconded: Mr Colston

4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 9^h FEBRUARY 2010

4.1 Millarston Drive Paisley

CONFIDENTIAL

JNH

4.2 Edinburgh Care & Support Tender

The Board noted that there was no further update.

4.3 St Margaret's Church Oatlands

Mrs Higgins advised that Link's position had been made clear to the Glasgow Building Preservation Trust, in that Link required an exit route if after 5 years the income from the building was not covering running costs.

The Board noted that there will be a further update once the outcome of GBPT funding applications was known.

BH

4.4 Model Adult Support and Protection Tender

The Board noted that there had been no response from Glasgow City Council on the issues raised at the February Board meeting.

4.5 West and East Region Repairs Contract

The Board noted that satisfaction levels with the Repairs Service were improving. It was agreed that it would be important to maintain momentum on achieving high satisfaction levels once the position had stabilised.

MBM

4.6 Confidentiality Policy

The Board noted the update.

4.4 Any Other Matters Arising

There were no other matters arising.

5. BUSINESS PLAN

The Board considered and discussed the previously circulated report and congratulated the officials on a comprehensive and high quality business plan for the next five years.

A number of minor amendments and typographical corrections were identified. In addition the Board noted a number of areas which would be further emphasised in the completed plan.

CC

Mr Culross noted all the comments made and agreed to include these in the final revision which would allow the completed plan to be presented for approval at the April Board meeting.

6. BUDGETS

The Board considered and discussed the previously circulated report.

Mr Hall explained the rationale behind running the same sensitivity analyses annually. He drew the Board's attention to the additional commentary on VAT rates and loan margins referred to in the sensitivity analysis section of the report.

The Board noted that Link was in a stronger financial position than forecast last year, which had been assisted by the unexpectedly high level of inflation in December 2009.

The Board approved the budgets for Link Group and subsidiaries.

7. ALLOCATION UNDER SCHEDULE 7

The Board ratified the decision to allocate housing to a member of staff from Link Housing, noting that the staff member had taken no part in the housing allocation and further noting that the audit trail had been reviewed to ensure that correct procedures were followed.

8. EDINBURGH DISPERSED STOCK REVIEW

The Board considered and discussed the previously circulated report. It was noted that it could take many years for all the properties to be sold.

The Board agreed to support the strategy proposed to sell the properties on the open market (as they became available) and to confirm Link's willingness to bridge the cost of a new development until all the sales proceeds were received.

The Board also agreed that Consultation with the Scottish Housing Regulator and the City of Edinburgh Council should commence to complete the business case for implementation of the strategy.

CC

9. NON CONSOLIDATED AWARD FOR LINKLIVING STAFF

The Board considered and supported the decision of the LinkLiving Board to approve non consolidated pay awards.

10. LINKLIVING BOARD MEMBER RESIGNATION

The Board noted the resignation from Dennie Tunnicliffe due to ill health. The Chairman requested that the Board's thanks be recorded and passed to Ms Tunnicliffe.

EJ

10. AUDIT COMMITTEE

The Convenor (Mr Banks) reported that a very positive meeting had taken place immediately prior to the Board meeting. It was noted that there had been four Internal Audits carried out since the last Audit Committee meeting and there had been no Priority One recommendations. In addition there were only seven (cumulative) outstanding Priority 2 recommendations, all of which were scheduled to be dealt with by the end of May 2010.

The Board further noted that that the Tender for Internal Audit Services had been carried forward for one year to allow the Self Assessment process to be completed.

CC

11. SELF ASSESSMENT PROGRAMME

The Board discussed the previously circulated report.

It was noted that it had been a number of years since Link had last had a performance audit and in that time there was an increasing expectation for RSLs to develop more self assessment.

Mr Culross explained that in the tender selection process a Quality assessment had taken place and a tender then issued which was scored on a Price / Quality matrix. The successful tender had been submitted by DTZ.

The Board noted the position and Mr Culross confirmed that he would update the Board on progress and a provisional date would be set for DTZ to present to the Board, being November 2010. CC

12. EXECUTION OF LEGAL DOCUMENTS

The Board considered the previously circulated report. The Board noted that a total of 44 documents had been executed since the previous meeting.

13. FINANCE REPORT

The Board considered and noted the previously circulated report.

14. ANY OTHER BUSINESS

14.1 Horizon Housing Association – Managing Director

Mr Hall advised the Board that Ms Julia Fitzpatrick had been offered and accepted the post of Managing Director of Horizon.

14.2 Horizon Housing Association – Development Funding

Mr Hall reported that Horizon could be asked to provide bridging finance for the HAG on a major project. As a consequence it could need additional short term funding of around £3m to £4m.

Although Horizon could arrange additional facilities Mr Hall advised that he had offered to seek the Group Board's view on whether (subject to the normal risk assessment process) the Board would support using Link's £5M on-lending facility to provide loan facilities to Horizon. As such this would avoid arrangement fees and also avoid higher loan margins which would apply to new facilities in the current market. JNH

The Board unanimously agreed that Link would be willing in principle to do so.

16. DATE OF NEXT MEETING

Tuesday 13th April 2010 at 4:00pm in the Sievewright Suite, 2c New Mart Road, Edinburgh.

The Meeting closed at 17:40 p.m.