

OFFICIAL MINUTES

NOTE TO READER:

SBHA publishes the minutes of its Board of Management meetings, unless it considers, at the time of publication, that the minutes or part of the minute are exempt from disclosure under the Freedom of Information (Scotland) Act 2002. Where minutes or part of the minutes are not published, this is noted in these minutes.

MEETING: SBHA BOARD OF MANAGEMENT

DATE:	TIME:	VENUE:
22.02.24	5.30pm	Head Office, Selkirk and via Teams

PRESENT: In Person

Robin Hill - Chair (RH)
Philippa Brosnan – Board Member (PB)
Ian McDonald – Board Member (IMcD)
Anthony Burnette – Board Member (AB)
Kenny Simpson – Board Member (KS)

Virtually via Teams

Michael Levack – Board Member (ML)
Tracey Glover – Board Member (TG)
Michael Grieve – Board Member (MG)
Dale Walmsley – First Actuarial (DW) for part

IN ATTENDANCE:

Julia Mulloy, Chief Executive (CE)
Maria Lyle - Chief Operating Officer (CO)
Carly Stewart - Director of Finance (DoF)
Caroline Purcell - Director Property Services (DPS)
Emma Garry – Director of Development (DoD)
Rachel Dickson – Head of People (HoP)
Catriona Notman - Governance Officer (GO)

The Chair opened the meeting at 5.33pm and welcomed all in attendance.

Chair advised that following the passing of Allen Tills a former Board Member, condolences were paid to the family of Allen following his passing in December. The Chair and CE attended Allens funeral and paid their respects on behalf of the Board and SBHA.

1.0 Apologies for absence

Apologies were received in advance of the meeting from Board Members Matt Foreman and David Bell and team member Henry Coyle.

2.0 Declarations of Interest

No declarations were made.

3.0 Board Finance Report – Private and Confidential

3.1 Pension Valuation and Consultation

Minute of discussion on this Agenda Item redacted

5.57pm DW left the meeting

3.2 Rent and Service Charge Policy

DoF presented the new Rent and Service Charge Policy to members. The policy was prepared following the final model being agreed and the impact assessment reviewed by

members in Q3 2023-24. The only revision made following these agreements was where new tenancies have been reduced following the remodelling. In these instances, these will be phased in the same as existing tenancies to remain a fair and consistent approach for current tenants.

RECOMMENDATIONS: The Board of Management:

- a) approved new Tenancies, where the rent is decreasing, be phased-in to be in line with other existing similar properties size and type.
- b) approved the new SBHA Rent and Service Charge Policy as detailed in **Appendix 3.2a**

3.3 Financial Performance Monitoring Q3 2023-24

Minute of discussion on this Agenda Item redacted

6.12pm ML left the meeting

3.4 SBHA Business Plan & Budget 2024-25 Briefing

The DoF presented the report and explained the basis for projections used to form the 2024-25 Budget and Business Plan. The connection between this Plan and the delivery of SBHA's strategic objectives being underpinned in the financial commitments was highlighted.

The members were advised that following the Tenant consultation on the proposed rent increase, the Chairs group met on 1st February 2024 to discuss and agree the proposed increase. It had been agreed that the rent increase was to be set at 6% for homes and garages.

6.22pm ML returns to the meeting

Minute of discussion on this Agenda Item redacted

6.34 – 6.35pm DoF left the meeting

Minute of discussion on this Agenda Item redacted

6.54pm ML left the meeting

Minute of discussion on this Agenda Item redacted

3.5 Strategic Risk Review

DoF presented this report and gave an overview of the Health and Safety sustained performance and exception reporting as other risks have been discussed at length in earlier agenda items. Members were advised that the Strategic Risk review will now be submitted to Audit and Compliance Sub-Committee.

RECOMMENDATION: The Board of Management considered and approved SBHA's Strategic Risks as detailed in **Appendix 3.5a**.

4.1 Minutes of the Board of Management meeting 7 December 2023

The minutes of the Board of Management meeting held on the 7 December 2023 were approved as a true and accurate record, proposed by IMcD and seconded by KS.

(i) Matters Arising from the Minutes

There were no matters arising from the Minutes.

(ii) Minutes held under separate cover

The minutes held under separate cover of the Board of Management meeting held on the 7 December 2023 were approved as a true and accurate record, proposed by IMcD and seconded by KS.

4.2 Minutes of the Chairs Group meeting 1 February 2024

The minutes of the Board of Management meeting held on the 1 February 2024 were approved as a true and accurate record, proposed by IMcD and seconded by RH

(i) Matters arising from the minutes

5.0 Board Reflection

Minute of discussion on this Agenda Item redacted

6.0 Any Other Competent Business

Shareholding membership for 1 application was presented to Board and approved. Taking the shareholding to 130 members.

7.0 26pm – GO left the meeting

9.0 Date of the next meeting: 21 March 2024

The Chair thanked all Members for their attendance and contribution, closing the meeting at 7.51pm.