

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: 20.02.25	TIME: 5.00pm	VENUE: Head Office, Selkirk and via Teams
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PRESENT: In Person

Robin Hill - Chair (RH)
David Bell – Board Member (DB)
Philippa Brosnan – Board Member (PB)
Robin Dodyk – Board Member (RD)

Virtually via Teams

Ian McDonald - Board Member (IMcD)
Michael Levack – Board Member (ML)
Tracey Glover – Board Member (TG)

IN ATTENDANCE:

Julia Mulloy, Chief Executive (CE)
Maria Lyle - Chief Operating Officer (CO)
Carly Stewart - Director of Finance (DoF)
Rachel Dickson – Head of People (HoP)
Catriona Notman - Governance Officer (GO)
Via teams: Emma Garry – Director of Development (DoD)
Susan McDonald – Director of Customer Services (DCS)

The Chair opened the meeting at 5.06pm and welcomed all in attendance. Chair advised that for quoracy reasons one Appointed Member would require to observe the meeting and when ML joins the meeting that would extend to two Appointed Members. It was agreed that DB would observe, and ML would also observe once he joined the meeting. It was noted that to avoid future quoracy risk, a review of the availability of Board Members for meeting schedules would be undertaken.

1.0 Apologies for absence

Apologies were received in advance of the meeting from Board Members Michael Grieve, Matt Foreman, Ray Licence and team member Caroline Purcell.

2.0 Declarations of Interest

No declarations were made.

3.0 SBHA Strategic Plan 2025-30

CE delivered the plan to Members and emphasised the Plan is a working draft. The proposed changes to the SBHA Vision and Mission were presented and discussed and updated in the meeting. Amendments were agreed on the Mission Statement to “we drive sustainable growth to aim for a fairer and more prosperous future for all”.

5.12pm – ML joined the meeting

An overview was provided of the objectives and outcomes, based on the extensive consultation to date. CE confirmed the Strategic Leadership Team has begun working on

Delivery plan and the next steps will be to seek stakeholder views, finalise measures and review against Regulator business planning guidance.

Members requested and received clarification on terminology contained within the draft plan, the audience for the plan and how it will be implemented, monitored and reviewed. Assurance was given that the previous plan was a live document that remains relevant and active in priorities – this approach would be built on with this Plan. Members requested the final plan be in a shortened and simplified form, which will focus the Board on the priorities for the next 5 years. Members discussed the content of the draft plan and it was agreed to emphasise the relationship between Net Zero measures and poverty.

Members discussed and agreed the delivery of the final report should be at the May Board meeting. It was agreed that the CE would revise the document in the light of comments received and aim to have some options on the next form of it by the end of March 2025.

RECOMMENDATION: The Board of Management commented on the draft Strategic & Business Plan and noted the next steps for final approval in May 2025.

4.0 Board Finance Report – Private and Confidential

4.1 Financial Performance Q3 2024-25

DoF presented the report confirming full Covenant Compliance and that there is Strategic focus on rental income and empty homes.

Minute of discussion on this Agenda Item redacted

Members obtained clarification on the position with Tenants who have high rent credit balances and how these are being managed.

RECOMMENDATIONS: The Board of Management:

- a) noted the Management Accounts as detailed in **Appendices 4.1** of the report;
- b) approved the write-offs in **Appendix 4.1h**

4.2 SBHA Business Plan & Budget 2025-26

The DoF presented the report and explained the key themes and the basis and assumptions for projections used to form the 2025-2026 Budget and Business Plan.

The members were advised that resulting from the Tenant consultation on the proposed rent increase, the Chairs group met on 30 January 2025 to discuss and agree the proposed increase. It had been agreed that the rent increase was to be set at 5% for homes and garages.

It was also confirmed that the increases in Property Insurance premiums and people costs due to the rising National Insurance contributions has now been built into the budget.

Minute of discussion on this Agenda Item redacted

RECOMMENDATIONS: The Board of Management considered and approved:

- a) SBHA's 2023-24 Budget in **Appendix 4.2a1-7**;
- b) SBHA's 2023-24 30-year Business Plan in **Appendix 4.2b1-5**;

6.30pm – RL leaves the meeting

4.3 Strategic Risk Review

DoF presented this report and gave an overview of the Strategic Risk Scoring Heatmap and an overview of the changes since the last report.

6.33pm - RH leaves the meeting and PB steps in as Chair

It was confirmed that there were no major changes, it reflected the current economic environment and the highest risks had not changed

6.35pm - RH returns to the meeting and resumes Chair

The risk profile on Confidence and Trust had been raised due to increased focus on addressing damp and mould issues. Board Members noted the mitigating actions to address this risk.

Members considered the Strategic Risks and approved ongoing monitoring by Audit & Compliance Sub-Committee.

RECOMMENDATIONS: The Board of Management considered and approved the SBHA's Strategic Risks as detailed in **Appendix 4.3a**.

5.0 Minutes of the Board of Management meeting 28 November 2024

The minutes of the Board of Management meeting held on the 28 November 2024 were approved as a true and accurate record, proposed by PB and seconded by RD.

(i) Matters Arising from the Minutes

5.2 4.0 (3.3) Minute of discussion on this Agenda Item redacted

5.3 5.0 - Development Programme - Acquisitions

DoD advised Members that there are two land acquisitions proposals that, if proceeded with, will need completion before the end of the financial year. DoD sought approval for the decisions on these acquisitions to be considered by Chairs Group.

It was further proposed that MF would be invited to join the Chairs Group meetings to manage a governance risk. Members agreed to the Chairs Group making the decisions and for MF substitute for an office bearer.

6.0 Minutes of the Chairs Group on 17 December 2024 and 30 January 2025

The minutes for these meetings were noted.

7.0 Board Reflection

There was none.

8.0 Any Other Competent Business

8.1 *Minute of discussion on this Agenda Item redacted*

8.2 *Minute of discussion on this Agenda Item redacted*

8.3 *Minute of discussion on this Agenda Item redacted*

9.0 Date of the next meeting: 20 March 2025

The Chair thanked all Members for their attendance and contribution, closing the meeting at 6.54pm.

