

Official Eildon Public Board Minutes



Meeting: Board Meeting of Eildon Housing Association Ltd
 Date: 9 March 2022
 Time: 5.30pm
 Location: The Weaving Shed/Virtual

Present: Mr D Alexander (Chair), Mr R Beardsley, Mr B Frater, Mr C Highton, Mr A Lundmark, Dr A Mordue, Mr E Swinton.

Virtual: Ms A Ballantyne, Ms A Harvie, Ms E McHugh, Ms C Younger

Attendance: Mr N Istephan, Chief Executive & Company Secretary (CEO)
 Ms A Miller, Director Community Services (DCS)
 Ms S Spence, Governance Officer (GO)

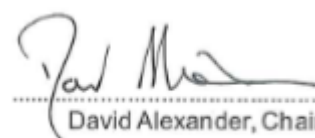
Virtual: Ms M Mirley, Director Business Support (DBS),
 Mr N Wilson-Prior, Director Property Assets (DPA)

Ref	Subject	Action
Board Items		
22.03.101	Apologies The Chair opened the meeting at 5.40pm and welcomed everyone to the meeting, noting apologies from Mr Gilbert.	
22.03.102	Declarations of Interest There were no Declarations of Interest reported.	
22.03.103	Minutes of the Last Meeting for approval, 9 February 2022 The minutes of the last meeting were approved on the motion of Mr Lundmark and seconded by Mr Swinton.	
22.03.104	Matters Arising from last meeting, 9 February 2022 Ms A Harvie joined the meeting at this point (5.50pm). CEO updated Board members on the three matters arising from the last meeting held on 9 February 2022. Board members: <ul style="list-style-type: none"> • Noted the amendment to the December minutes had been made. • Accepted clarification that the difference of units related to the movement from Q4 2020/21 to Q1 2021/22 of the High Buckholm, Gala project. • Discussed how they wished the Board attendance figure on the Performance Report to be defined. Given the complexity of the issues, it was agreed that we would consider a 'standalone' meeting on the proposed rent increase next year.	

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22.03.105	<p>Draft EEL Board Minutes for noting, 9 February 2022</p> <p>Presented by: Mr Lundmark</p> <p>Mr Lundmark reported on two items:</p> <ol style="list-style-type: none"> 1. The rent increase to the mid-market rented stock had been agreed in line with EHA rental increase. 2. A session to draft a response to the Scottish Government Consultation 'A New Deal for Tenants' had been agreed for 30 March 2022. 	
22.03.106	<p>Draft ARCom Minutes for noting, 23 February 2022</p> <p>Presented by Mr Swinton:</p> <p>Mr Swinton reported:</p> <ol style="list-style-type: none"> 1. The External Audit Plan had been approved. 2. The Recommendations and Management Responses had been agreed to the Internal Audit outsourced. 3. The Committee had recommended that an informal session be offered to all EHA Board members to review the Strategic Risks. 	
22.03.107	<p>Draft Remco Minutes for noting, 9 March 2022</p> <p>Presented by Ms Ballantyne:</p> <p>At the Remco meeting immediately preceding the Board meeting Ms Ballantyne reported the Committee had:</p> <ol style="list-style-type: none"> 1. Approved the pay award, alongside the uplift in the Scottish Living Wage rate and the implementation of the minimum rate per hour for regulated care staff and those on the same care grade. 2. Approved the additional public holiday in recognition of the Queen's Platinum Jubilee. 3. Considered and approved the draft Q&A document to be circulated to staff on the annual pay rise. 	
Strategic Items for Discussion/Approval		
22.03.201	<p>Annual Budget Year 2022/23</p> <p>Presented by: DBS</p> <p>DBS highlighted the Budget had been prepared before the Russian/Ukraine conflict had erupted and it was important to note this as it may have an impact on our commitments and contracts moving forward. DBS gave a presentation noting key points.</p> <p>Board members discussed the following points:</p> <ul style="list-style-type: none"> • Covenant margins • Good communication with Lenders • Gazprom • Microsoft Licensing • Income Receivable • Key Drivers <p>Outcomes: The Board</p>	

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	<ol style="list-style-type: none"> 1. Approved the list of changes in the Establishment List in Appendix A 2. Approved the 2022/23 Annual Group Budget 3. Agreed to receive an update at the May 2022 Board providing a re-assessment of the 2022/23 Annual Group Budget assumptions in light of the out-turn position for 2021/22 and further examination of the proposed expenditure plans. 	
22.03.203	<p>FYVP, 60VP, Treasury Management & Going Concern Presented by DBS</p> <p>DBS gave an overview of the paper highlighting from the report the updated development programme, income and expenditure forecasts and the resulting surplus projections.</p> <p>Board members asked if DBS had carried out worst case scenarios if the interest rates and inflation forecasts deviate widely from the figures in the budget. DBS advised the are plans to stress test the figures further and report back to the Board in May 2022.</p> <p>Outcomes: The Board:</p> <ol style="list-style-type: none"> a) Considered and commented on the assumptions and implications of the 5YVP and 60YVP as set out in Appendices B and C. b) Considered and commented on the proposals contained in the 2022/23 Treasury Management Strategy Outlook set out in Appendix D. c) Agreed to the updating of the Treasury Management Policy and 2022/23 Treasury Management Strategy in line with the new SFHA guidance for submission to the May Board for consideration and approval. d) Agreed to postpone the consideration of the Going Concern Assessment until the May Board and agree with the conclusion of this paper that it is appropriate for the year end audit to be undertaken on a going concern basis. e) Agreed to the validation and review of the underlying assumptions and provide the May Board final version of the annual updates of the 5YVP and 60YVP for Board consideration and approval prior to submission of the 5YVP to the SHR before 31 May 2022. 	
Other items for Board Approval/Noting		
22.03.301	<p>5 Year Strategy Outline Presented by CEO</p> <p>CEO gave a brief overview of the outline of the 5-year strategy and advised that Eildon reaches its 50th anniversary in 2023.</p> <p>Board Members raised the following points:</p> <ol style="list-style-type: none"> 1. The outline could benefit from being split into strategy items and actions arising from the strategy. 2. The Strategy could more strongly convey the impact of a new home on family lives and communities. 	

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	The CEO thanked Board members for their input and proposed to allow further comments on the strategy to be with him by the end of March 2022.	
Standard Items		
22.03.401	Entitlements, Payments and Benefits Policy Granting of a Tenancy. Presented by DCS: Outcomes: The Board noted the granting of tenancies to four applicants who are or have close relatives working for Eildon.	
	The Chair advised the meeting was running close to the 2.5 hours allowed for Board meetings and in compliance with the Rules proposed the meeting continue for a further 30mins to conclude business. Board members agreed unanimously.	
22.03.402	AOCB Maintenance Contracts: DPA reported that one of the three maintenance contractors had advised they can no longer continue to provide the service. The Executive Team proposed to consider continuing the three-way contract with the remaining two contractors. Board Members agreed to this approach. Millar House: DCS updated Board to say progress had been made on the tripartite agreement, for the future use of Millar House. Oakwood Park: DCS asked Board members to allow for the vacant properties to be removed from the letting pool to allow for modernisation work to continue. Board members unanimously agreed. Bridge Homes: The Chair advised the Bridge Homes project has not yet concluded, and that it would be necessary to rely on the delegated authority given to the Chair and Vice-chair to allow it to conclude this financial year. The decision would then be homologated at the April 2022 Board meeting. British Quality Foundation Awards: CEO reported Eildon had been awarded one of only two Commendations at these national awards. Global Situation: CEO reported that there is likely to be a UK wide resettlement scheme for Ukrainian families fleeing Ukraine and advised Eildon are keen to engage with Scottish Borders Council, local housing providers and other to support it. Board members were happy with this approach.	
22.03.403	List of Signings and Use of Seal. There were no signing or use of seal reported.	
22.03.404	Membership Applications. There were no membership applications reported. The Chair closed the meeting at 8.27pm.	


David Alexander, Chairman