



DUNEDIN CANMORE HOUSING LIMITED

MEETING OF BOARD OF DIRECTORS held at 8 New Mart Road, Edinburgh on Thursday 10 October 2019

Present: Mary Mulligan (Chair), George Cunningham, Ruth Kynoch, Anne McGovern, Arron Peters (In Part Items 1–5), Jill Cronin, Jack Cadell and Bryan Pitbladdo

In Attendance: Hazel Young (Managing Director), Anthony Allison (Director of Governance), Alan Glasgow (Director of Housing Services), Elaine Melrose (Group Director of Resources), Morgan Kingston (Finance Manager), Pauline Turnock (Director of Financial Reporting), and (In Part) Louise Dunlop (Head of Care) and Margaret Crawley (Group LivingWell Lead)

1. Apologies for absence

There were no apologies for absence.

2. Declarations of Interest

The Board noted the standing declarations of interest.

3. Minute of Meeting held on 10 October 2019 and Matters Arising

Decided: The Board approved the minute of 10 October 2019.

4. 2020 Rent setting

The Board received proposals for the 2020 rent setting options, including how we have taken into account affordability and comparability. It was explained that the proposals set out a range of options we wish to extensively consult with tenants on.

The Board discussed at length comparability of rent levels, both within the Group and our geographic footprint more widely. In particular, the Board discussed the comparability within the context of our mix of stock by age and the impact of the significant investment our tenant's homes have received.

The Board considered affordability in detail, including how we determine it at a more segmented level in future including geographically and demographically.

The Board considered the proposals further and reiterated the need to continue to seek as many responses from tenants as possible.

Decided: The Board noted to agree to progress to consultation on a base level of rent and service charge increase for 2020/21 of 3.4%.

5. LivingWell update (Presentation)

The Board received a detailed presentation on: the LivingWell service model including the deployment of technology; the diversity of engagement opportunities within the model; the feedback from tenants already using the service within the wider Group; and the next stages in its evolution.

The Board welcomed the range of engagement opportunities available and the vital role this can play in supporting tenants who are socially isolated. It was confirmed that engagement activities are voluntary and tenants are not obliged to participate. The Board sought details on how we develop the range of engagement activities. It was confirmed that the activities were developed based on tenant feedback.

The Board discussed the development of the technology elements of the service and how this could be shared across the Group more widely.

Decided: The Board noted the content of the presentation.

6. Update on proposed Barony stock transfer

The Board received an update on the proposed Barony stock transfer, including details of Barony's offer to tenants and how the proposals have taken account of the Board's previous feedback.

The Board considered the consultation offer, the implications for us and our own existing tenants and were clear there would be no detrimental impact on existing tenants.

Decided: The Board:

- 1) Noted this update and approved the consultation proposals to be issued to Barony tenants; and**
- 2) Noted the key milestones detailed.**

7. Disposals of Properties at 26/13 Springwell Place, 71f2 and 71f4 Chalmers Buildings, Edinburgh

The underlying rationale and options appraisal for the properties being recommended for disposal was set out to the Board, including the fit with our wider pre-1919 strategy.

The Board assessed the proposed disposals, including how we would ringfence the capital receipt for specific purposes.

Decided: The Board:

- 1) **Approved the disposal of;**
26/13 Springwell Place, Edinburgh (Property A)
71f2 Chalmers Buildings, Edinburgh (Property B)
71f4 Chalmers Buildings, Edinburgh (property C);
- 2) **Agreed that any capital receipts that materialise from the properties at Springwell Place and Chalmers Building are used to reinvest on the capital investment programme to improve our tenement stock;**
- 3) **Noted to delegate authority to the Chair and/or the Managing Director of Dunedin Canmore to agree the sale terms; and**
- 4) **Noted to delegate authority to the Chair, Managing Director or Company Secretary to execute such dispositions or other deeds as may be required to effect the disposals.**

8. Disposals of Properties at 3F3 Straiton Place, Portobello and Flat 3 1 Caledonian Crescent, Edinburgh

It was explained that the Board had agreed to the disposal of the types proposed as part of our disposal criteria, but reserved final approval at a specific financial threshold. It was confirmed the properties exceeded this threshold and the details of how they met the previously agreed criteria were set out.

The Board discussed the proposals, which it considered to be consistent with the existing disposal criteria.

Decided: The Board:

- 1) **Approved the disposal of 1 3F3 Straiton place, Portobello and Flat 3, 1 Caledonian Crescent, Dalry in accordance with the pre-1919 tenement strategy;**
- 2) **Noted to delegate authority to the Chair to agree the final sale price of these properties;**
- 3) **Noted to delegate authority to the Chair, Managing Director or Company Secretary to execute such dispositions or other documents as may be required to effect the disposals; and**
- 4) **Approved the increase in the financial delegation to the Chair and/or the Managing Director of Dunedin Canmore for the disposal without Board approval of Pre 1919 properties from £175k to £200k.**

9. Annual Assurance Statement

The Board received feedback on the self-assessment and evidence gathering process undertaken to develop the statement. It was confirmed the process and evidence was then subject to independent review by Internal Audit and the Group Audit Committee and Group Board.

The Board considered evidence and the statement which will be submitted on behalf of the Group.

Decided: The Board:

- 1) **Noted the findings from the self-assessment against the Scottish Housing regulator's new regulatory Framework, including the internal Audit opinion; and**
- 2) **Noted the group's Annual Assurance Statement and related letter of comfort from the group CEO.**

10. Governance update – Board appraisal

The Board received an update on the appraisal process for the year.

Decided: The Board noted the approach for 2019 Board appraisal.

11. Finance Report for the period to 31 August 2019

The Board received a summary of financial performance for the year to date. The Board considered financial performance, including the impact of Housing Association Grant and the increasing repairs spend. The Board sought clarification on whether the increase in repairs spend was attributable to any specific pattern. It was confirmed this was not the case.

The Board received an update on the reorganisation of the care functions and the associated amendment letter requiring agreement as part of our funding arrangements. It was agreed a separate meeting be convened immediately to consider the required approvals.

Decided: The Board noted the management accounts for the period to 31 August 2019.

12. AOCB

There was no other competent business.