



1986-2016: Celebrating 30 years working in the community

**Barrhead Housing Association Limited
Minute of Governing Board Meeting
Thursday 9 May 2019 at 6.00pm
60/70 Main Street, Barrhead**

Present

D McCready, Chairperson	T Reilly
C Baird	B Connelly, MBE
C Boyd	D McKinney
R McGuire, BEM	B Welsh

In Attendance

S Robison	Chief Executive
Iain MacLean	Corporate Services Manager
Steven Pringle	Wylie + Bissett

Agenda – BHA Governing Board meeting	
1	Apologies & Sederunt Check Apologies were received from A Ireland, J Hamilton, M Mukhtar. The sederunt was signed by members present.
2	Declaration of Interest: Board and Staff There were no declarations of interest made.
3	Annual Assurance Statements 3.1 SHR Guidance on Annual Assurance Statements (AAS) 3.2 Summary of SHR Guidance on Assurance Statements The Chief Executive took the Board through a comprehensive presentation which had previously been circulated in relation to the SHR's new Regulatory Framework and Standards. A number of areas were covered, including: <ul style="list-style-type: none">- The role of the SHR- Regulatory Tools- Key extracts from the new Standards- Headlines from the new Framework- Annual Assurance Statements- What this means for RSL's- Significant changes within the new Framework- Tips for good Governance- Sources of internal / external assurance

At the end of the presentation, Steven Pringle from Wylie + Bissett was invited to explain the potential role of internal audit in supporting BHA to demonstrate compliance with the new Standards. This would include testing what is in the Association's assurance plan and seeking out key evidence and supporting documentation to be able to provide assurance to the Board that the evidence pack is accurate.

Discussion took place regarding examples of poor governance and financial management across the sector, and what some of the underlying reasons for this might be. On poor financial performance often the issues related to poor internal financial controls, collusion, a culture of harassment, and generally the RSL becoming very isolated from the wider housing sector and it was noted that often intervention was triggered via notifiable events and whistleblowing.

A number of observations were then made by the Board across a range of matters including allocations, homelessness, S5 referrals etc, and obtaining staff feedback to feed into the assurance process.

It was noted that the work Wylie and Bissett undertaken across the RSL sector would be useful to the Association in identifying good practice and providing additional assurance.

The Chief Executive suggested that it would be possible to invite the SHR's Regulation Manager to speak with the Board, if they felt that might be useful – at an appropriate stage once the audit work was complete but before the AAS was submitted.

Policy development, LPS subsidiary, development activity and homelessness were all areas identified by the Chief Executive where further work would need to be undertaken over the coming months. The issue for further discussion would be around what was considered to be of 'material' significance and the Board/senior staff would discuss these issues with the internal auditor, however it was noted that the Assurance Statement would comment on areas for development within agreed timescales with the Board.

The Chief Executive reminded the Board that the Standards 2 and 3 in relation to Customer Engagement / accountability and management of resources had been identified as the 2 x Standards which would be subject to detailed self assessment during 2019/20.

Wylie + Bissett confirmed that the on-site work was scheduled for early July 2019 and that would follow a report to the full Board. BHA wanted to be in a position to report to members at this year's AGM before finalising our AAS.

The Board **noted** the position, and that further reports would come forward over the coming months as matters progress.

	S Pringle left the meeting at this point.
4	<p>4.1 Self Assessment against Regulatory Standards 4.2 BHA Action Tracker against Revised regulatory Standards 4.3 SHR revised Chapter 3 Guidance and BHA Assessment</p> <p>The Chief Executive confirmed that, as points 4.1 to 4.3 had been covered in the earlier discussion, no further discussion was required.</p> <p>D McKinney left the meeting at this point</p>
5	<p>AOCB</p> <p>Following on from discussion at the Board meeting held on 2 May 2019, the Chair raised the matter of frequency of Board meetings.</p> <p>Recognising the concerns expressed by some Board members, it was proposed that the Association revert to a schedule of 4 weekly Board meetings. This would be progressed alongside a review of current levels of Delegated Authority, to consider what decisions might be able to be delegated to senior officers or to the existing sub group arrangements.</p> <p>During discussion it was agreed that there should be a maximum of 9/10 Board meetings per year, with recesses proposed for April, July and December where possible.</p> <p>It was further agreed that the Chief Executive would prepare and issue an updated meeting schedule; and bring back to the Board a report with a list in relation to possible changes to existing levels of delegation.</p> <p>Finally, it was agreed that the Board meeting scheduled for 13 June would instead be an Allocations Policy Review Briefing, with the full Board date being changed to 27 June 2019.</p>
6	<p>Date of Next Meeting</p> <p>Thursday 13 June 2019 at 6.00pm - Allocation Policy Briefing Thursday 27 June 2019 at 6.00pm - Full Board</p>

The Minute was approved by the Board at the meeting on:

Signed by Chairperson: _____

Date: _____