

SCOTTISH HOUSING REGULATOR BOARD

Board Meeting 10 December 2019

Present

George Walker (GW)	SHR Chair
Anne Jarvie (AJ)	SHR Deputy Chair
Andrew Watson (AW)	SHR Board member
Bob Gill (BG)	SHR Board member
Helen Trouten Torres (HTT)	SHR Board member
Colin Stewart (CS)	SHR Board member
Ewan Fraser (EF)	SHR Board member
Siobhan White (SW)	SHR Board member
Mike Dailly (MD)	SHR Board member (by telephone)

In attendance

Michael Cameron (MC)	Chief Executive
Iain Muirhead (IM)	Director of Digital & Business Support (items 1- 8)
Ian Brennan (IB)	Director of Regulation (items 1-8)
Roisin Harris (RH)	Corporate Governance Manager (items 1-8)
Robert Laley (RL)	Business Intelligence Manager (item 4)
John Jellema (JJ)	Regulation Manager (item 5)

Observing items 1 – 8

Nicola McKeand (NM)	Regulation Manager
Stephen Lalley (SL)	Regulation Analyst

1. Apologies and declarations of interest

GW welcomed all present. There were no declarations of interest.

2. Consent agenda items

The Board considered the consent agenda items.

The Board agreed to note and approve the consent items including the:

- matters arising update;
- minutes from the 29 October and 26 November 2019; and
- Chair's report & member activity.

3. Chief Executive's report

MC presented his report on issues and developments of significance in regulated bodies, the wider housing environment, and SHR.

He highlighted that SHR has ended its statutory intervention at both Arklet and Wishaw and District Housing Associations and that both organisations had sought to transfer assets to help them address their challenges. MC reported that in both cases there was an overwhelming support in the tenant ballots in terms of turnout and yes votes.

MC also reported that Dumfries and Galloway Housing Partnership (DGHP) recently balloted its tenants on becoming part of the Wheatley Housing Group (WHG) and this was also supported by a high turnout and yes vote. The Board noted that DGHP engaged well with SHR and that statutory intervention was not required.

The Board welcomed the updates. It discussed:

- DGHP – welcoming it worked to find a solution and did not require statutory intervention; and noting the structure of WHG;
- engagement with tenants of each organisation;
- importance of sharing the messages on the outcome and noting this will be detailed in the reports on the interventions.

The Board also considered the CEO's other updates and discussed:

- Glasgow City Council, noting that it has not yet submitted a Committee approved annual assurance statement to SHR;
- a recent meeting GW and MC had with ALACHO;
- Health and Social Care partnerships, noting for Glasgow this does not incorporate surrounding local authorities; and
- senior team changes in Scottish Government Housing & Social Justice Directorate.

The Board noted the Chief Executive's report.

4. Business Intelligence Mid-Year Budget Review

RL presented a proposal for financial spend on the business intelligence system (BIS) software support contract. He reported the current contractor has been acquired by another and following a strategic review it has concluded that the work it does for SHR is not core and it does not wish to seek an optional contract extension. RL explained as a result SHR will need to procure a new contract a bit earlier than planned, but it will use the opportunity to also include some BIS component upgrades.

The Board considered the proposal and discussed:

- the length of the re-tender; procurement around a three year contract with optional extensions and that this will allow for SHR to consider its BIS strategy further;
- SHR's budget position, noting uncertainties experienced by the entire public sector and that SHR has procured previously with a one year budget in place. It noted that SHR has been working closely with SG procurement experts;
- ongoing support, noting that the current contractor has confirmed in writing that it will continue to support SHR if timescales slip beyond 1 April 2020 on a pay-as-you-go basis.

The Board agreed to grant approval for financial spend on the BIS software upgrade and support procurement. This will be a 3 year contract with the option to extend + 1 + 1 year. It noted the precise contract value will be determined through a public competitive procurement through Scottish Government frameworks and the estimated contract value is:

- £70,000 – 90,000 per annum (ex VAT) (revenue) for the managed service component of the contract; and
- £160,000 - £180,000 (ex VAT) (capital) for the software upgrade component of the work

The Board also noted timescales for the tender process leading to a new contract from 1 April 2020, which will be split over years one and two of the contract.

5. Equalities Statement

JJ presented a refreshed equalities statement to the Board. He highlighted that:

- SHR had last published a statement in 2015;
- this revision takes account of the changes in SHR's new Regulatory Framework, in particular the focus on equalities, human rights and the importance of tenant voice; and
- the statement includes a list of all the work SHR has done over the last four years and what it has planned over the next three years.

The Board considered the statement and discussed:

- the current toolkit development activity to help landlords by providing guidance through joint work with the sector, EHRC And SHRC;
- SHR's national panel demographics and work to attract younger members and with specific groups such as Gypsy/Travellers;
- SHR Board's diversity, noting that this is controlled Ministerial appointments, and that SHR works to help attract diverse pools of candidates and it is currently supporting the gender equality on public boards objective;
- the groups set out in section one, noting these align to SHR's statutory duties and the importance of explaining this;
- the time women spend in temporary accommodation and the cost implications of this, noting exploration of this could lend to thematic work and that SHR will be taking account of recently published homelessness statistics as part of landlord risk assessments; and
- succession planning, agreeing the importance of explaining what this means.

The Board welcomed the new equalities statement and the strong links to SHR's Regulatory Framework. It agreed promotion was important and it asked JJ to take account of its feedback as he finalises the statement for publication.

Action: JJ to take the Board's feedback into account in finalising the equalities statement and to promote the statement to stakeholders when published.

6. Any other business

The Board considered any other business. It discussed:

- the agenda planner and some 2020 event dates. It asked RH to clarify some dates and promote the agenda planner with staff;
- planning for the January workshop. GW reported this will include a meeting with Scottish Government colleagues followed by a development session focused on governance;
- future agenda time to discuss the recent Board survey results;
- visiting some social landlords – asking RH to explore this further; and
- positive feedback from the TPAS conference.

Action: RH to explore Board visits to social landlords, clarify some event dates for 2020 and promote the agenda planner with SHR staff.

7. Effectiveness of meetings and papers

SL and NM thanked the Board and welcomed the opportunity to observe the meeting. The Board welcomed them to return to a future meeting.

8. DONM

The Board will next meet on 24 February 2020. It will also hold a workshop on 21 January 2020.

9. Private session

The Board held a private session with the Chief Executive.

Post meeting notes

The Chair reported that BG and EF have agreed to form an **appeal panel** if it is required for Glasgow City Council and will not participate in any further updates or discussions relating to the Council.

MC updated the Board on the work of the partnership involving SFAH, ALACHO, GWSF and SHR to further develop and enhance the **Toolkit** to help governing bodies and Committees get the assurance they need. The Board noted feedback that there was little appetite for a web-based version of the toolkit, and that the priority should be the development of guidance on equalities and human rights. It noted that in August 2019 it had agreed to provide £15,000 funding for this. MC confirmed that the guidance will be procured in such a way that it remains available to all social landlords.

The Board agreed by correspondence to release £15,000 to the SFHA to help fund the delivery of guidance on equalities and human rights instead and to support a programme of further guidance on relevant aspects of the Toolkit.