

**REPORT TO: BOARD OF MANAGEMENT OF SANCTUARY  
SCOTLAND HOUSING ASSOCIATION LIMITED**

**REPORT FROM: DIRECTOR - SANCTUARY SCOTLAND**

**DATE OF MEETING: 9 FEBRUARY 2021**

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**SUBJECT: DIRECTOR'S REPORT**

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**1. Introduction**

1.1 The purpose of this report is to update the Board of Management on issues relating to Sanctuary Scotland Housing Association Limited (Sanctuary Scotland Housing Association) and its activities which are not reported under other items on the agenda and to seek approval for items of an operational nature that lie within the Board of Management's remit.

**2. Operational matters**

2.1 The operating model and delivery of services continues to be led by the position with Covid-19.

2.2 With even tighter restrictions now in place, it is expected that our operating model will be based on homeworking, with the offices remaining closed to the public for some time.

2.3 At the Board of Management meeting of 8 December 2020, sight of the Group Risk Map was requested.

The Annual Report to Tenants was available on the Sanctuary Scotland Housing Association website by the deadline date of 31 December 2020.

2.4 The Governance Manual was updated in December 2020 and circulated to all Board members. Governance are open to any feedback or questions on the contents.

**3. PR/media coverage and events**

3.1 There are no specific items to report.

#### **4. Scottish Housing Regulator**

- 4.1 The eighth monthly Covid-19 return has been submitted to the Scottish Housing Regulator, this represents the period to the end of November 2020. The Scottish Housing Regulator confirmed that a submission would not be required for the month of December.
- 4.2 Following the approval of the directed transfer of Thistle Housing Association to Sanctuary Scotland Housing Association, the Scottish Housing Regulator has updated the organisations engagement plan.

#### **5. Items for approval**

- 5.1 Alan West is to be nominated for membership of the Group Board at their meeting of 10 February 2021. This is in his capacity as the Chairperson of the Sanctuary Scotland Board of Management. The Board of Management is asked to endorse this proposal.
- 5.2 A candidate was interviewed on 16 December 2020 for the appointment as a new member of the Central Area Committee. The candidate has relevant skills and experience to complement the current membership of the area committee and the Board are recommended to approve the appointment.
- 5.4 Further to the approval of the Choice Based Lettings tender process, I can confirm that this has now been completed with Housing Online selected as preferred partners Work has commenced on system testing and training and it is hoped Go Live will be in April. There will be a formal Partnership Agreement and Data Sharing Agreement for approval in due course. The Board is recommended to note and endorse this position.

#### **6. Appraisal**

- 6.1 Risk management
  - 6.1.1 RM 3 Cost and Income Pressures, RM 4 Governance and RM 9 Legislative/Regulatory/political; reporting of issues being dealt with by the Director - Sanctuary Scotland allows for scrutiny of such activities by the Board of Management thus contributing to the management of governance and compliance risks. Some of the issues and activities reported also contribute to the mitigation of political and reputational risks.
- 6.2 Impact on diversity
  - 6.2.1 None of the issues referred to in this report are considered to have any direct diversity implications.

6.3 Value for Money

6.3.1 None of the issues referred to in this report are considered to have any direct value for money implications.

**7. Recommendation**

7.1 The Board of Management is recommended to:

- Note the contents of this report; and
- Approve/endorse the items contained in section five.