

ATRIUM HOMES

Minutes of Meeting of the Board held on Tuesday 25 October 2022

At 6:00 p.m. at 14 Central Avenue and via Zoom

Present: Joe Keen, Alistair Reid, Carolyn Hope, Steven Fraser, Julie Templeton, Alan White, Craig Leitch, Maureen Gimby

Attending: Joyce McCroskie, Director of Operations (DoO), Valerie Wilson, Director of Finance and Corporate Services (DoFCS), Shannon Watson, Chief Executive (CX)

Chair: Joe Keen

The Chair opened the meeting asking everyone to confirm that they had read and understood the papers which had been circulated via DropBox the week prior to the meeting.

Confirmed

Item	
1	Apologies
	Dominic O'Donnell
2	Declarations of Interest
	DoO noted a conflict of interest in item 7.
3	Minutes of Meeting on 27 September 2022
	The minutes of the meeting of the Board held on 27 September 2022 were reviewed and approved. <i>Approved for publication</i>
4	Matters Arising
4.a	Board noted the updates given on actions arising from previous meetings, and progress made to date. <i>Noted</i>
4.b	Board noted that Atrium is up to date with all compliance requirements, with the Internal Management Plan review delayed to November. <i>Noted</i>
5	Notifiable Event
	Board noted the full report provided on the Notifiable Event and noted that CX would submit the report to the SHR. <i>Noted</i>
6	2023/24 Forecast and Potential Impact of Rent Freeze / Cap
	Board noted the contents of the paper and the high level analysis of the potential impact on the organisation's plans of a rent freeze or rent cap imposed by the Scottish Government for the year commencing 1 April 2023. Board noted that the 2022/23 forecast and future years' budgets had been updated to reflect the increased costs in maintenance and improvement expenditure as well as certain overheads currently being experienced, which are higher than the rate of inflation. It was noted that there were some savings being made within phase 1 of the staffing review to be discussed at item 7 below. Board noted that the organisation would require to identify significant savings in order to ensure that its rents could remain affordable and to accommodate a restricted rent increase. This will be considered further when reviewing the proposals for rent increase consultations to be undertaken at the November meeting. <i>Noted</i>

7	Staffing Review (confidential item)
	Board noted the contents of the paper and that the staffing review was planned to be completed in two phases, with the proposals in the paper covering the first phase of this review. A detailed discussion took place on the options outlined and the proposed recruitment, and recruitment to four posts was approved. <i>Approved</i>
8	Voids and Reactive Repairs Contract – Area 2
	Board approved the delegation of this item to the Investment Sub-Committee meeting on 8 November 2022. <i>Item delegated to Investment Sub-Committee</i>
9	Transfer of Company Secretary Role
	Board noted the contents of this paper and approved the transfer of the Company Secretary role for both Atrium Homes and Atrium Initiatives Limited. <i>Approved</i>
10	Eviction Update
	Board noted the contents of the paper and the update provided on the case. <i>Noted</i>
11	Annual Assurance Statement
	Board noted the report on the work by the short-life working group which had reviewed Atrium's compliance with the Regulatory requirements set out in Chapter 3 of the Regulatory Framework, the standards and outcomes in the Scottish Social Housing Charter, and all relevant legislative duties. Board noted the outcomes of this review and the detailed review by the short-life working group of the evidence bank gathered to support this. Board noted that no areas of material non-compliance had been identified in the course of the review and approved the action plan created as well as the submission of the Annual Assurance Statement to the SHR before the deadline of 31 October 2022. <i>Approved</i>
12	Health & Safety (standing item)
	CX noted that there were no incidents to report. <i>Noted</i>
13	Applications for Membership
	Board noted that applications for membership received from 16 individuals were put to the meeting and the Board approved these. <i>Approved</i>
14	Any Other Competent Business
	<p>a) GWSF Consultation on increase in Membership Fees Board noted the request from GWSF to increase fees for non-Glasgow members to 50% of the fees payable by members in the city in a phased manner. It was agreed that this was acceptable at this time. <i>Response agreed</i></p> <p>b) Christmas and New Year closure 2022/23 Board approved the office closing between Christmas and New Year and agreed the delegation to the CX of this decision for future years. <i>Approved</i></p>
15	Date of Next Meeting – Tuesday 29 November 2022 at 6:00 p.m.
	<i>Noted</i>
	The meeting closed at 8:05 p.m.