

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

**REPORT FROM: DIRECTOR - SANCTUARY SCOTLAND**

**DATE OF MEETING: 11 FEBRUARY 2020**

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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 There are two items to highlight in relation to the housing support service that is delivered by our staff in sheltered developments in Aberdeenshire. Firstly, an inspection was carried out by the Care Inspectorate during the week beginning 20 January 2020. The final report should be available for the Board of Management meeting in April. The second item relates to Aberdeenshire Council who have been reviewing their commissioning of the housing support service. They have advised that they intend to put these services out to tender this calendar year. No formal notification has, as yet, been provided.

2.2 The Your Say staff survey action plan has now been finalised. Actions identified are underway and updates will be provided at future meetings.

2.3 Freedom of Information legislation came into effect on 11 November 2019. Publishing requirements are now available on the Sanctuary Scotland website. To date, three freedom of information requests have been received and responded to. A formal review of one of the requests has also been submitted. The first quarterly statistical submission to the Scottish Information Commissioner must be submitted by 7 February 2020. A copy of this will be provided at the April board meeting.

2.4 Board members will be aware that an updated version of the Governance Manual was circulated in December 2019. Of particular

note is the addition of the Freedom of Information Policy and Procedure.

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

- 3.1 A short photo opportunity to acknowledge the completion of the Love Street development took place on 20 November 2019 as board members will be aware. The coverage of this was not released to press until after the General Election in December 2019.

**4. Scottish Housing Regulator**

- 4.1 Two representatives of the Scottish Housing Regulator will be attending the 11 February 2020 Board of Management meeting.
- 4.2 The internal assurance statement working group has been formed to lead the self assessment work for the 2020 Annual Assurance Statement.

**5. Approvals**

- 5.1 The Board of Management is asked to approve the re-appointment of a former member of the North East Area Committee.

**6. Appraisal**

6.1 Risk management

- 6.1.1 RM 3 Cost and income pressures, RM 4 Political risk, RM 5 Governance and RM 9 Legislative/Regulatory; 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:

## **For Publication**

- Note the contents of this report; and
- Approve the appointment to the North East Area Committee.