

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

**REPORT FROM: DIRECTOR - SANCTUARY SCOTLAND**

**DATE OF REPORT: 15 SEPTEMBER 2020**

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**SUBJECT: ANNUAL ASSURANCE STATEMENT**

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## **1. Introduction**

1.1 The purpose of this report is to provide further mapping work to give Board members the assurance that Sanctuary Scotland Housing Association Limited (Sanctuary Scotland) is compliant with Chapter Three of the Regulatory Framework. This will then allow the signing and submitting of the Annual Assurance Statement to the Scottish Housing Regulator (SHR) by the end of October 2020 deadline.

## **2. Background**

2.1 Following the review of their regulatory framework the SHR introduced the requirement for all Social Landlords to submit an Annual Assurance Statement providing assurance that their organisation complies with the relevant requirements of Chapter Three of the Regulatory Framework.

2.2 Chapter Three of the framework primarily covers:

- Assurance and Notification
- Scottish Social Housing Charter Performance
- Tenants and Service Users Redress
- Whistleblowing
- Equality and Human Rights
- Compliance with and information submission in accordance with key guidance - notifiable events, group structures, consulting tenants where tenant consent is required, financial viability of registered social landlords, determination of accounting requirements, preparation of financial statements
- The standards of Governance and Financial Management
- Constitutional requirements.

2.3 To date the Board of Management has received mapping exercises on the Standards of Governance and Financial Management, Assurance and Notification, compliance with guidance and submission, Equality and Human Rights, Constitutional Requirements and Whistleblowing.

All were approved as providing evidence of compliance with Chapter Three.

- 2.4 This report contains the remaining mapping exercises required on Tenant and Service Users Redress and compliance with the Scottish Social Housing Charter.
- 2.5 The toolkit produced by the Scottish Federation of Housing Associations in conjunction with the SHR has been considered in the completion of all mapping exercises.

### **3. Mapping Exercises**

- 3.1 The mapping exercises carried out on Tenant and Service Users Redress and compliance with the Scottish Social Housing Charter are contained at **Appendices 1** and **2** respectively.
- 3.2 Given the level of evidence available against each of the topics it is recommended that the Board of Management consider Sanctuary Scotland to be compliant with no items of materiality requiring to be highlighted to the SHR.

### **4. Assurance Statement submission**

- 4.1 As all mapping/self assessment exercises demonstrating compliance with Chapter Three have been completed and presented to the Board of Management, it is recommended that the draft assurance statement contained at **Appendix 3** is approved for signature by the Chairperson.
- 4.2 It was reported to the Board of Management in April 2020, that feedback had been received from the SHR confirming that they considered Sanctuary Scotland Housing Association to be compliant with Assurance Statement guidance. On this basis, the statement has been prepared with the same format and content as last year.

### **5. Appraisal**

- 5.1 Risk management
  - 5.1.1 RM 5 Governance; Sanctuary Scotland must comply with the Regulatory Framework and the mapping process mitigates the risk of meeting requirements in respect of the Annual Assurance Statement.
  - 5.1.2 RM 9 Legislative / Regulatory; Signing and submission of the Annual Assurance Statement following completion of a comprehensive mapping process mitigates the risk of non compliance with SHR framework requirements
- 5.2 Impact on diversity

5.2.1 The mapping exercise will evidence compliance with SHR regulation framework in relation to equality and diversity.

5.3 Value for Money

5.3.1 The mapping exercise will evidence compliance with SHR regulation framework in relation to financial viability.

## **6. Recommendations**

6.1 The Board of Management is recommended to:

- Consider the mapping exercises provided at **Appendices 1 and 2** and approve that the evidence highlighted confirms that Sanctuary Scotland can be considered to be compliant.
- Approve the content of the draft Assurance Statement contained at **Appendix 3** and signature by the Chairperson for submission to the SHR