MINUTE OF THE ANNUAL GENERAL MEETING
HELD ON
TUESDAY 21 SEPTEMBER 2021 AT 6.00PM

Present: Susan McDonald (SMcD) - virtual
Gavin Smith (GS) (Chair) - in person
Tom Allan (TA) - in person
John Flynn (JF) - virtual
Tom Dougan (TD) - virtual
Alan Johnston (AJ) - in person
Isobel Muirhead (IM) - virtual
Mark McLintock (MM) - virtual
Richard McElfatrick (RMcE) - in person
Karen Cleland (KC) - in person
Lindsay Campbell (LC) - in person
Harold Webster (HW) - in person
Patricia Webster (PW) - in person
Stephanie Ngo Pouhe (SP) - virtual

In Attendance: Andrew Saunders (AS)
Nick Clark (NC)
Colin McInnes (CMcI)
Dave Roberts (DR) (Chiene & Tait)
Joanne Cargill (JC) (Minutes)

	ITEM	ACTION
1.	**Welcome** Gavin welcomed everyone to the meeting in person and virtually.	
2.	**Notification of Apologies** Apologies were received from Laura Mason.	
3.	**Approval of the Minutes of the AGM held on 15.09.20** The minutes of the AGM held on 15 September 2020 were approved by TA, seconded by HW and adopted as a true record of the meeting.	
4.	**Matters Arising** No matters arising.	
5.	**Chairperson's Report** Gavin's first year as Chair.	

	Reflecting at the end of a very difficult year. It has been an extremely challenging year. I would like to thank our tenants during a challenging year. It has not been the best year to work through. Not able to access tenants homes and having to wait on repairs being carried out. Lockdown 2020 arrived. Pre covid, OVHA was well placed to adapt to the situation. Staff were equipped, telephone systems etc were in place to ensure an undisrupted journey of service. The challenge now is not to go back to how the service was delivered previously. There has obviously been a delay to services generally. OVHA's core business continued as much as possible but there was a delay in the development of 15 new homes in Lochgelly. In addition to that there are a further 20 new homes in the pipeline for development in Cardenden. Bringing forward an ambitious programme across the area. The Tenancy support service has had to step up to deal with a range of issues across the board and community. We are also working with FHAA advocacy. Wider support through community development fund. It has also been a difficult year for the Board. Some new members that joined last year have never met their colleagues on the Board in person, a strange year to become involved. I would like to take this opportunity to thank all Board members. Thanks also to the staff team who continue to serve the Board and assist with arranging the Board appraisals. A difficult year could have been a lot worse but I really want to thank everyone for dealing with it and especially our tenants. Gavin asked for any questions? No questions.	
6.	**Financial Report** Dave Roberts presented the financial report. The accounts were approved and signed off by the Board. DR talked through some of the highlights for the year:- Brief summary of the accounts for the year:- ● Turnover up to £3.6m. ● Operating expenditure went up 2.3%.	

	• Operating surplus of £815k. • £560k loan interest. • £271k surplus, which is double last year's surplus. • More repairs this year compared to last year. • Pension revaluation reversing the positive we got last year. • £5.9m on new properties, also purchased Rosewell Drive properties. • Cash at bank £4m compared to £2m last year. Loan to purchase properties - timing. • Loans of £19m. • £760k total reserves. Healthy Balance Sheet. Fairly strong financial position. Nearly 40 more units this coming year. Questions? Rosewell Drive HW - do we own them or pay rent to the owner? DR - OVHA now own the properties. The Chair thanked DR for the financial report.	
7.	**Appointment of Auditors** We are required to appoint auditors at each Annual General Meeting. Bird Simpson carried out the audit satisfactorily this year. Bird Simpson provided us with a good service. Recommend appointing Bird Simpson for another year. It is our intention to carry out a tender exercise during the following year. Agreed by members.	
8.	**Election of Board** The Chief Executive explained that in accordance with the current rules, a third of Board members are obliged to stand down and may then stand for re-election. This applied to Gavin Smith, Susan McDonald and Alan Johnston this year. All are eligible to stand for re-election. Gavin and Alan indicated their willingness to be re-elected and given the number of members on the Board, both were duly elected unopposed. Susan however has decided to stand down from the Board after serving on the Board for 10 years. Through a process of co-option and filling casual vacancies, we brought on 5 new members to the Board last year, 4 of those members have indicated a willingness to stand for election. Laura has decided to not stand for election. No other nominations for the Board. There is an	

	advert out for new Board members to fill casual vacancies as quickly as we can. Recommendation to appoint the 6 members and wish Susan well in what she does in the future. We have been very fortunate to have had Susan on the Board. TA suggested sending Susan a bouquet of flowers. Gavin offered his personal thanks to Susan and commended her high standard as Chair to follow. Appreciate her service. TD endorsed that as did the rest of the Board. Compliant with the rules.	
9.	**Chief Executive Officer's Report** Andrew Saunders gave his report which focussed on the future going forward. Looking ahead has become more and more difficult with the Covid pandemic. We now have a major energy crisis, it is difficult to perceive the impact that will have on us. We have been working hard on our Organisation review which has taken up a lot of time over the last 12 months. It is work in progress. Reinforcing our ability to provide the core services to our tenants, property maintenance and offering good repair service in a reasonable time frame. Replace components when they need to be replaced. Whole social justice agenda, more and more people in need of support from us. Household economics, provide themselves with food and with adequate heating. Cookers that break down, a lot of us take for granted. Our Organisational Review is looking at more emphasis on these areas and improving the level of support we provide. The Board has been busy over the course of the last year, the updated Business Plan covers a 3 year period which we will share with our tenants. New housing development, fundamental reason for existing, helping those in greatest need. Health equality, general poverty. Provision of new affordable housing for those in greatest need, homeless or living in other unsuitable circumstances. Over the course of the next 3 years to deliver in excess of 90 new homes, there will be challenges, increasing awareness of labour shortages, cost increases, supply chain issues on availability of timber, roof tiles etc. Although we do have ambitious programmes there may be many issues we need to overcome. On the plus side, a new subsidy regime brought in by the Scottish Government should help but remains to be seen.	

	Tenancy support - awful choice between eating and heating, energy crisis caused by increase in prices to which costs to be passed on to the consumers, inevitably our household energy costs will rocket. The support we provide to community fridge etc through the income from the Wind Turbine. Gavin has been busy working with other Board members on Board appraisals to embrace change to be in the best possible position to face the challenges going forward. Supplement the skills of the Board as we go forward. Any comments or questions HW - what is the target of houses for OVHA 1000 or 2000? AS - demand for housing in Fife, cautious about the pace of growth, if we grow too quickly, loss of control, meeting the cost of existing borrowing, prioritise investment in our existing stock too. Target is 90 - 100 homes in the next 3 years. HW - old properties to do up, has that been a success or failure? AS a bit of both. Cowdenbeath High Street regeneration, taken 4 properties uninhabitable that have been brought back into use. Will review that project in detail before we proceed with any other project. HW asked about the Miners Institute in Lochgelly and Bowhill Miners Institute - is it a success or failure? AS - Lochgelly MI is a success but not sure it makes money but the success is for community use. In much better condition than we found it. Bowhill MI conversion of the building into housing. Retain the facade and build something behind the facade. Very challenging. HW - want to see young people off the street in the evening. AS - our Business Plan is based on social justice, doing what we can to support our tenants and families of our tenants. HW - very hard but I think OVHA has gone downhill. AS - look at why you think that. HW - staff going to be based in different offices. AS - young people have had difficult times, freedom to roam. HW - vandalism, nothing done about it paying full rent, full council tax. Lived through a massive global pandemic, impact on services, things will get better.	

	GS - not just OVHA, oFF TABLE DISCUSSION LC - investing on existing properties, are we going to have to make some tough decisions on whether to new build or do up existing properties to ESSHH 2 standard? AS - ESSHH 2 is a significant challenge, we may have that discussion about existing properties that will not make ESSHH 2. What we can realistically do within our cost constraints. New build is good for us. Generally the condition of our housing stock is good, invested in insulation, rolling programmes of internal improvements. Yes, something we are going to have to address. Present a range of different scenarios going forward. TA - budgeted for ESSH 1. AS - planned maintenance is built into the budget and factored new build housing development, some of the assumptions will need to be challenged and updated on an ongoing basis. Yes we have factored all of these things in. At our next Board meeting, hold a strategy day in December. Date to be confirmed, subject to Board approval. The Chair thanked Andrew for his report and all of the staff team.	
10.	**Open Forum** No further questions.	
11.	**A.O.C.B.** No other competent business. Gavin thanked everyone for attending the meeting and the AGM was drawn to a close at 7.00pm.	