

Item 20

DIRECTOR'S REPORT TO THE MANAGEMENT COMMITTEE MEETING OF 28 JANUARY 2020

STATUS - for decision

1. BEAUTY PARLOUR

REACTION -

Lister is at an advanced stage of [REDACTED] the current lease from [REDACTED] to [REDACTED]. This is being done by [REDACTED]. This will then run for a [REDACTED].

COMMERCIALY CONFIDENT

2. COMPUTER PCs AT LISTER

Our computers are running on the Windows 7 operating system. Microsoft have withdrawn support for this OS and it is recommended that we upgrade to Windows 10. This w10 has been in operation for a few years and the initial bugs have been ironed out so it is a good platform for the future.

Our PC boxes were last replaced 5½ years ago and given the age of the machines it is recommended that we purchase new machines as well as w10. We need four machines. We shall keep all the other 'bits' i.e. screens, keyboards, cabling, etc. We may need to replace our Windows Office (Word, Excel) software as that is Office 2010 and may not work with w10. The Access database is 2013 so may work OK. A detailed quotation for the M C meeting has been sought from our IT consultants.

3. FREEDOM OF INFORMATION

We have done all the work and loaded all the required information onto our website by the deadline to meet our obligations under the Freedom of Information (Scotland) Act which applied to Scottish Registered Social Landlords (RSLs) from 11 November 2019. The assistance of our Data Protection consultants RGDP has been most useful too.

From February, we have to do a quarterly online statistical return on FOI and Environmental Information Regulation (EIR) requests to the Scottish Information Commissioner (SIC). The first return covers the three months to 31 December 2019 and then they run quarterly thereafter. In that first period we had one request, that related to electrical safety and testing to systems and equipment in tenants' homes. This was made by the Electrical Safety Council in Scotland. Many RSLs were contacted with the same request from them.

The statistical returns can then be accessed by the public online, though they are just numbers rather than any individual details. In line with recommended good practice, we have started a Disclosure Log which sets out the responses made to individual requests. This means that if someone were planning to make a similar request then they could see the answer online on our website without having to approach us. It also is a statement of our openness to answering such requests.

The statistical return also asks for the number (for comparison purposes) of Subject Access Requests (SARs) which are requests made from an individual for information relating to themselves, held by us, under the GDPR provisions. In the last quarter there was one such request

4. NEWS OF ARCHIE MEMBERS

Lister is a member of Archie - the Alliance of Registered Co-operative and Housing associations Independent in Edinburgh. Here is some news from some Archie members:

- a. *Hunters Hall Housing Co-operative* - they are seeking a 'Transfer of Engagements' i.e. they wish to merge in with someone presumably bigger/stronger. It is highly likely they will lose their fully-mutual co-operative status. I understand that there was issue about their finances, etc., in relation to projected finances and they have also had governance issues, but no details are known. It will be a sad day when this takes place and then the number of fully-mutual registered housing co-operatives in Scotland will drop to 8. There used to be double that number 25 years ago.
- b. *Manor Estates Housing Association* - they have appointed Claire Ironside as their new CEO after Graeme Russell retired. Claire worked as a second-tier Director at Port of Leith HA.
- c. *Debt advice project* - following an initial approach from the Housing Manager at *Prospect CHA*, a number of staff members from Archie members are exploring the establishment of a Debt Advice project and ideally trying to get some grant funding to assist in launching it. Debt advice is a specialist area requiring knowledge and experience as well as registering with the Financial authorities due to the importance of being in the position of giving key advice. I have participated on behalf of Lister and have shown our support for the plans so far.
- d. *Port of Leith HA* - their CEO Keith Anderson is retiring in May this year and after external advert, etc., they have appointed Heather Kiteley, their Finance & Corporate Services Director, to the post. PoLHA have also announced that they have bought a significant local maintenance contractor, TB Mackay, with whom they have worked for many a year.

Alistair Cant
DIRECTOR
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