

Yorkhill Housing Association**AGENDA ITEM 7****Report to:** Virtual Management Committee 5th November 2020**Prepared by:** Marion Menabney, Chief Executive**Subject:** 2020 Assurance Statement**Purpose of Report**

The purpose of this report is to seek Management Committee approval for the Annual Assurance Statement to be signed by the Chair and submitted to the Scottish Housing Regulator. (Statement attached to report)

Purpose of Statement

All registered social landlords are required to submit an annual Assurance Statement to the Scottish Housing Regulator. Due to the Covid-19 Pandemic the submission date was extended by the Regulator to 30th November 2020.

The Statement's purpose is to confirm the governing body's assurance that the Association complies with all legal and regulatory requirements.

Supporting Evidence

The Association has an evidence bank for each Standard, with associated checklist references. These are summarised as follows:

Standard 1: *The governing body leads and directs the RSL to achieve good outcomes for its tenants and other service users*

1.1 to 1.6 Reports, minutes, policies and presentations relating to:

Strategic Review	Regulatory Returns
Strategic Planning	Rules
Business Planning	Membership Register
Progress Reports	Membership Policy
Rent Setting Decisions	General Meetings
Budget Planning and Review	Code of Conduct
Financial Forecasts	Committee Appraisal
Management Accounts	Chief Executive Appraisal
Roles and Remits	Standing Orders

Standard 2: *The RSL is open about and accountable for what it does. It understands and takes account of the needs and priorities of its tenants, service users and stakeholders. Its primary focus is the sustainable achievement of these priorities.*

2.1 to 2.5 Publications, Compliance and Progress Reports, Minutes, Policies

Website	Publication Scheme
Complaints Handling	Freedom of Information
GDPR	Resident Surveys
Satisfaction Surveys	Tenant Consultation

Standard 3: *The RSL manages its resources to ensure its financial well-being, while maintaining rents at a level that tenants can afford to pay.*

3.1 to 3.7 Finance Reports and Returns, Accounts, Minutes, Policies, Employment Grades and Conditions

Financial Regulations	Regulatory Returns
Investment Decisions	Loan Portfolio Returns
Treasury Management Policy	TM Reports
Borrowing Levels	Risk Reviews
Financial Forecasts	Budget Monitoring
Risk Management Strategy	Risk Registers
Performance Reports	Rent Consultation
Tenant Feedback	Covenant Compliance
Affordability Strategy	EVH Terms and Conditions
Annual Accounts	Management Accounts

Standard 4: *The governing body bases its decisions on good quality information and advice, and identifies and mitigates risks to the organisation's purpose.*

4.1 to 4.6 Reports, Minutes, Guidance, Audits, Legal Advice, Risk Management

Strategic Plan	SFHA Guidance
Internal Audit Reports	SHR Landlord Report
Auditor Reports	Risk Registers
Consultancy Appointments and Reports	Legal Advice
Covid-19 Guidance	EVH Guidance
Scottish Government Guidance	

Standard 5: *The RSL conducts its affairs with honesty and integrity.*

5.1 to 5.8 Roles, Remits, Codes of Conduct, Reports, Minutes, Policy, Equalities

Committee Code of Conduct	Equality and Diversity Policy
Register of Interests	Whistleblowing Policy
Minutes	Internal Audit Reports
Standing Orders	External Audit Reports
Remits and Delegated Authorities	

Standard 6: *The governing body and senior officers have the skills and knowledge they need to be effective.*

6.1 to 6.7 Election of MC and Office Bearers, Committee Appraisal, Training, Reports, Minutes, CE Appraisal,

AGM Guidance	Training Reports
AGM Minutes	CPD Reports
Special MC Minutes	CE Appraisal Report
Committee Appraisal	

An electronic copy of each Standard's checklist will be distributed to all governing body members with all individual 2020 evidence documents listed. These documents have all previously been issued to or approved by Committee.

In early 2021, we will be working with the Association's website developer to have a committee members' portal facility installed. This will allow all Assurance evidence to be hyperlinked and available for members to view specific documents directly. In the meantime, any committee member may arrange to verify the lists at the Association's office.

SHR Guidance Extract

'It is not possible for governing body members and committee members to have absolute knowledge of all aspects of compliance with every regulatory requirement and standard. The important thing is that they have enough assurance to have confidence to sign the Statement. This means seeing enough evidence, including independent assurance where appropriate, and have confidence in the landlord's frameworks to oversee performance and its internal control systems. It is for each governing body and committee to determine what is enough assurance for its organisation.'

Recommendation: Management Committee members are requested to approve the 2020 Assurance Statement and authorise its signature by the Chairperson.

ANNUAL ASSURANCE STATEMENT 2020

The Management Committee of Yorkhill Housing Association has concluded that it is fully compliant with the regulatory requirements as prescribed in Chapter 3 of the Scottish Housing Regulator's framework, with no areas of material non-compliance.

This includes that we:

- achieve all of the standards and outcomes in the Scottish Social Housing Charter for tenants, people who are homeless and other service users
- comply with our legal obligations relating to housing and homelessness, equality and human rights, and tenant safety
- comply with the RSL Regulatory Standards for Governance and Financial Management

We confirm we have seen and considered sufficient evidence to provide us with this assurance. This assurance has been supported by scrutiny and validation of our Assurance and Risk Management processes by our internal auditors.

This Assurance Statement was approved at our virtual meeting of 12th November 2020.

I therefore confirm this Statement of Assurance on behalf of the Association for the period 2019-20.

Signed

Dr Malcolm Green

Chairperson