

Minutes of the CHC Annual General Meeting

17:00 on 23rd November 2022

Telegraph Room, Parkgate Hotel, Cardiff

Present

Barcud	John Wilkinson	Linc Cymru	Scott Sanders
Bron Afon	Alan Brunt	Melin Homes	Paula Kennedy
Coastal Housing Group	Debbie Green	MHA	John Keegan
Cynon Taf CHG	Kath Palmer	Newydd Housing	Jason Wroe
First Choice HA	Adrian Burke	Taff HA	Helen White
Hafod Housing	Sara Brock	UWHA	Richard Mann

In attendance

Bevan & Buckland	Harri Lloyd Davies	Community Housing Cymru	Lisa Bryne
Community Housing Cymru	Andrew Martyn-Johns	Community Housing Cymru	Phillipa Knowles
Community Housing Cymru	Anna Humphreys	Community Housing Cymru	Ruth Dawson
Community Housing Cymru	Borbala Martos	Community Housing Cymru	Stuart Ropke
Community Housing Cymru	Clarissa Corbisiero	Community Housing Cymru	Thomas Huddle
Community Housing Cymru	Katrina Michael		



Apologies

Clwyd Alyn	Stephen Porter	Newport City Homes	Ceri Doyle
Merthyr Tydfil Housing Association	Karen Courts	Pobl Group	Andrew Vye
Merthyr Valleys Homes	Lorraine Oates		

1. Apologies for absence

The apologies were notes.

2. Minutes of the meeting held 24th November 2021

The minutes were referred to and their accuracy were duly noted. The approval of the minutes was proposed by Jason Wroe and seconded by Scott Sanders.

3. Matters arising

There were no matters arising from the minutes of the previous meeting.

4. Chair's report

A short video was played to highlight the huge amount of work the CHC team undertook in 2021/22 on the sector's behalf.

Andrew Martyn-Johns, Chair of CHC, highlighted CHC's mission and long term corporate plan: to support members to be brilliant, working in the following 5 ways:

1. Influencing your operating environment
2. Telling your story
3. Providing you with excellent member services
4. Helping you to meet the challenges of the future, and
5. By running a great member organisation.

Andrew emphasised that CHC had to adapt and respond to the impact and aftermath of the public health crisis, coupled with an economic crisis but the above five areas of focus remained constant as CHC worked to respond to the needs of the sector.



2021/22 has been another busy year for the CHC staff team and the Board, and Andrew highlighted two especially important areas of work:

- Ensuring that members' voices are heard and that they are represented effectively. To do this effectively CHC adapted its operating model and moved to a digital first method of member engagement and services with a bigger than ever digital member offer; and internally became a fully remote organisation. The results of a survey of Chief Executives showed that these changes were being appreciated - with 67% of members reporting that moving engagement online has made it easier for them to engage with CHC, over 80% reporting that information was timely and proportionate and that the support provided was relevant and helpful. 86% of Chief Executives that responded to the survey felt that CHC was working on the issues that mattered.
- The second area that the Board focused on was financial resilience and stability to ensure CHC kept providing members with great value for money. Moving to a fully remote organisation and refocusing our service offer and developing a new commercial strategy all helped to achieve this.

Andrew thanked the Board for their leadership and the CHC staff team for all their work.

Outcome: The report was noted.

5. Chief executive's report

The Chair invited Stuart Ropke to present the Chief Executive's report.

Stuart reiterated the focus of CHC's work - helping members to be brilliant, and how this work was carried out by responding to and campaigning on the issues that matter to members, by providing support and advice; by telling the sector's story and by connecting members with others within and outside of the sector through training, conferences and wider member offer. Stuart emphasised that to help achieve all of that, CHC was also working hard to be a great place to work, valuing the team and what they do.

In the second year of the pandemic CHC radically changed its commercial offer, laid the foundation for a move to a remote organisation and successfully influenced to put housing on the map at the 2021 Senedd election. This was all achieved by the work of a team of around 20 committed, passionate and enthusiastic staff who are determined to secure change on the sector's behalf and provide support for members.

Stuart highlighted that CHC saw lots of internal change in 2021/22: 45% of the team changed roles including some very deserved promotions as well as welcoming new talent into the team.



Stuart emphasised that amid the challenging environment, CHC would continue to focus its limited resources on the issues that matter most and to challenge ourselves to ensure the way services are delivered continue to be agile and responsive to members' needs.

Stuart thanked the members for working with CHC to secure change locally and nationally and the dedicated and committed staff team and Board for working in partnership with members.

Outcome: The report was noted.

6. Treasurer's report

The Chair invited Katrina Michael to present the Treasurer's report on Kyle Burgess' behalf. Katrina highlighted the following:

- Accounts prepared by CHC in accordance with FRS102 & the Charities SORP as in previous years and audited by Bevan & Buckland LLP.
- Clean audit report for the year. The negative reserves position seen in last year's accounts has been reversed as an actuarial gain on the Pension Fund was recognised.
- Surplus for the 21/22 financial year was £44,324 (£70,201)
- Increase in income of £132k on previous year
- Expenditure in 2021/22 was £1.8m – an increase of £128k (7.4%) on previous year
- Balance sheet: Total funds carried forward as at 31st March 2022 are £185,896 which reverses the negative funds held at the end of the previous year as a result of the pensions movement.
- Cash held is just over £1.76m at year end with strong and reliable cash flows forecast for the next 18 months plus.
- Current net assets are positive at £638k
- The Pension liability is £471k at the end of 2021/22 and a deficit reduction plan has been structured by the scheme administrators to reduce this in a controlled manner over the coming years.
- Cash flow: Continuing operations generated cash flows of £180k during the year – an increase of 4.8% on the previous year. Positive overall cash generation of £174k during a challenging year.

Katrina thanked Bevan & Buckland for their guidance and support throughout the year.

Outcome: The report was noted.

7. To approve the Accounts and Balance Sheet for the year to 31 March 2022 and to receive the Auditor's report

Harri Lloyd Davies presented the Auditor's report.



The auditors confirmed that the accounts were a true and fair representation of the company's affairs and that CHC had received a clean audit report. The auditors emphasised CHC's strong cash position and that there were no concerns about CHC being able to carry out its business as a going concern.

There was a question on membership fees going forward and Stuart Ropke confirmed that the Board was currently in the process of looking at a one year fee deal that would be brought to members for discussion early next year.

Outcome: The motion to approve the Accounts and Balance Sheet for the year to 31 March 2022 and to receive the Auditor's report was proposed by Alan Brunt and seconded by John Keegan.

8. To appoint auditors for the year ending 31 March 2023

The motion to appoint the auditors for the year ending 31 March 2023 was proposed by Paula Kennedy and seconded by Adrian Burke.

Outcome: Bevan and Buckland were appointed as the auditors for the year ending 31 March 2023.

9. Appointment of CHC Board Members as listed in Appendix A

Members were asked to re-elect Sara Brock, Hafod HA for another three year term.

The motion to approve the re-election of the above Board member was proposed by Helen White and seconded by Scott sanders

Outcome: Resolution carried

10. Any other business

The Chair thanked Kath Palmer and Abdi Segulle for their work on the CHC board. Kath joined the CHC Board in 2018 and Abdi has been on the board since 2020. They have both left their housing associations during the year, which meant that their term as board members automatically terminated. However, Andrew expressed his thanks to them for all their support to CHC on behalf of the Board, CHC staff and members.

There was no further business. The meeting was closed.