

## For Information

Agenda Item: 10.1  
Date of Meeting: 24<sup>th</sup> April 2024

**To:** The Management Committee

**From:** The Director

**Subject:** Annual Report on Notifiable Events to The Scottish Housing Regulator

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### 1. Introduction and Purpose

- 1.1 When we are required to submit a Notifiable Event (NE) to The Regulator in accordance with its statutory guidance, the matter is reported to the Committee at the time. In addition, an annual report showing any NEs reported in the year is presented to Committee.
- 1.2 Due to the change in our financial year (effective from 1<sup>st</sup> April 2024) our financial year 2022/23 was extended by 6 months. Therefore, this report covers any NEs reported in the period October 2022 to March 2024.

### 2. Register of Notifiable Events

- 2.1 Committee will see from the attached Register that only one NE was submitted to The Regulator during the 18 month period from October 2022 to March 2024. This case was reported to Committee at its March 2023 meeting. It related to a damp/mould case which had been the subject of a newspaper article. A NE was submitted to The Regulator's Portal on 17<sup>th</sup> March. Once we had given The Regulator the necessary information on the case including when the remedial works were completed, the case was closed on 27<sup>th</sup> March 2023.

### 3. Risk

- 3.1 It is important that when any events arise which are significant, that we consider whether they should be reported to The Regulator and if required submit a NE. We have processes in place for dealing with NEs that include an initial review of the situation (by the Director and any relevant Managers) to determine whether a NE would apply, notifying the Chair and/or Vice Chair, submitting NE to The Regulator and reporting to the next Management Committee meeting. If there is any doubt as to whether an event should be deemed a NE, I can contact our Regulation Manager to discuss the matter.

- 3.2 Taking the aforementioned approach and complying with the Statutory Guidance on Notifiable Events, should reduce the risk of any such events not being handled correctly and being overlooked for reporting to The Regulator.

#### 4. Delivery of our Strategic Objectives

Area	Related Strategic Objective(s)
<ul style="list-style-type: none"> <li>Compliance with The Regulator’s Statutory Guidance on Notifiable Events.</li> <li>Reports to Committee.</li> </ul>	7) Achieve the highest standards in all that we do

#### 5. Delivery of our Core Values

Area	Related Core Value(s)
<ul style="list-style-type: none"> <li>Compliance with The Regulator’s Statutory Guidance on Notifiable Events.</li> <li>Reports to Committee.</li> </ul>	<ul style="list-style-type: none"> <li>Accountable and Compliant</li> <li>Excellent and Committed</li> </ul>

#### 6. Compliance and Assurance

- 6.1 Working in accordance with the Statutory Guidance on Notifiable Events ensures we are reporting all significant or material matters to The Regulator. This means we are compliant with the following:

Compliance Source	Details
Chapter 3 of the Regulatory Framework	Assurance and Notification
The Standards of Governance and Financial Management for RSLs	<p><b>Standard 2</b> – 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. And its primary focus is the sustainable achievement of these priorities.</p> <p><b>Guidance 2.5</b> – The RSL is open, co-operative, and engages effectively with all its regulators and funders, notifying them of</p>

	anything that may affect its ability to fulfil its obligations. It informs the Scottish Housing Regulator about any significant events such as a major issue, event or change as set out and required in the notifiable events guidance.
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## 6.2 Evidence Bank

Evidence	Assurance Exercise Location
<ul style="list-style-type: none"> <li>Cover Report</li> <li>Annual Notifiable Events Report</li> </ul>	Regulatory Standard 2 – Guidance 2.5

6.2.1 Committee is reminded that our Assurance Exercises are available in the Committee Log-in Area of our website, which Committee can access at any time.

## 7. Summary

7.1 Committee receive an Annual Report on any Notifiable Events we have made in the year. Due to our change in financial year, the latest report covers the extended year and covers the period October 2022 to March 2024. Attached is the Report on Notifiable Events which shows that only one NE was submitted during the period.

7.2 Risk has been considered at Section 3.

7.3 Section 4 shows how the matter of Notifiable Events and complying with Statutory Guidance contributes to the delivery of our strategic objectives.

7.4 Section 5 shows how the matter of Notifiable Events and complying with Statutory Guidance contributes to the delivery of our Core Values.

7.5 Section 6 sets out how we comply with Regulatory requirements.

7.6 Committee is asked to note this report and the attached Report on Notifiable Events which covers the period October 2022 to March 2024.

## Register of Notifiable Events

<b>Financial Year</b>	<b>Date Notified</b>	<b>Ref No.</b>	<b>Event Category</b>	<b>Sub-Category</b>	<b>Event Details</b>	<b>Reported by</b>	<b>Method</b>	<b>Status</b>
2022/24	17/03/23	30426	Performance & Service Delivery Issues	Health & Safety Issue	Report of damp and mould case (newspaper article)	The Director	SHR Portal	Closed – 27/03/23