

**MINUTE OF THE MANAGEMENT COMMITTEE MEETING OF LOREBURN  
HOUSING ASSOCIATION HELD ON TUESDAY 27 JUNE 2023 AT 17:30 p.m.  
(Crichton Central)**

**Present:** Russell Brown (Convener)  
Peter Nelson (Secretary)  
Lynsey Brydson  
Paul Buchanan  
Alan Sandey

Kirsteen McGinn (Chief Executive)  
Lawrie West (Interim Chief Executive)  
Gavin Johnston (Director of Property and Development)  
Elkie Astley (Director of Corporate Services)  
Kirsty Paul (Director of Finance)  
Rebecca Wilson (Head of Governance & Assurance)

Kim Thomas (Minute Taker)

Item	Minute	Action
	The Convener introduced and welcomed Ms McGinn as LHA's new Chief Executive.	
<b>1.</b>	<b>APOLOGIES</b>	
1.1.	Apologies were received from Ms Connechen and Mr Clarke.	
<b>2.</b>	<b>DECLARATION OF INTEREST</b>	
2.1.	Declaration of interest from Ms Paul as Executive Director of D&G Homes.	
<b>3.</b>	<b>APPROVAL OF PREVIOUS MINUTE</b>	
	<b>Minute of Management Committee meeting of 23 May 2023</b>	
3.1.	Mr Buchanan's name to be removed from those Management Committee members attending the meeting as apologies had already been received and recorded from him.	KT
3.2.	The Minute of the Management Committee meeting of 23 May 2023 on the proposal of Ms Brydson and seconded by Mr Nelson was APPROVED.	

<p><b>4.</b></p> <p>4.1.</p> <p>4.2.</p>	<p><b>MATTERS ARISING</b></p> <p><i>Action Point 10.1. Mr Johnston and Ms Paul to meet with the Head of Development – a meeting has now taken place regarding Development Programme costs and an update will be given to Management Committee members.</i></p> <p>There were no other matters arising from the Minutes of Management Committee meeting of 23 May 2023.</p>	
<p><b>5.</b></p> <p>5.1.</p>	<p><b>MINUTE ACTION LOG</b></p> <p>Management Committee members NOTED the Minute Action Log</p>	
<p><b>6.</b></p> <p>6.1.</p> <p>6.2.</p>	<p><b>DRAFT MINUTES FOR NOTING</b></p> <p><b>Health &amp; Safety Executive Group of 18 May 2023</b></p> <p>Management Committee members NOTED the draft Minute of the Health and Safety Executive Group meeting of 18 May 2023.</p> <p><b>People &amp; Culture Committee of 22 May 2023</b></p> <p>Management Committee members NOTED the draft Minute of the People and Culture Committee meeting of 22 May 2023.</p>	
<p><b>7.</b></p>	<p><b>CONVENER'S VERBAL UPDATE</b></p> <p>Since the last Management Committee meeting the Convener has:</p> <ul style="list-style-type: none"> <li>• had a further One to One with Mr West (ICEO);</li> <li>• attended LHA's Corporate Plan team talk along with Mr Sandey, this was an enjoyable event and was good to hear what staff thought the issues were;</li> <li>• along with Ms Connechen, had an online meeting with the new Management Committee member Mr Mark Wilkinson and members will be able to meet him at the next meeting; and</li> <li>• gave a brief welcome to Ms McGinn who started with LHA yesterday.</li> </ul>	
<p><b>8.</b></p> <p>8.1</p>	<p><b>INTERIM CHIEF EXECUTIVE'S WORK PLAN &amp; VERBAL UPDATE</b></p> <p>The Interim Chief Executive Officer took Management Committee members through his final report and workplan.</p> <p>Management Committee members NOTED the update.</p>	

9.	<b>NOTIFIABLE EVENTS – this item is confidential</b>	
<b>For Discussion</b>		
10.	<b>FUNDING UPDATE – This item is confidential</b>	
11.	<p><b>CORPORATE PLAN OBJECTIVES – STAFF CONSULTATION</b></p> <p>The Head of Governance and Assurance updated Management Committee members on the internal consultation feedback from staff on the objectives and the proposed amendments to the Objectives is at Appendix 1:</p> <ul style="list-style-type: none"> <li>• make sure language is accessible;</li> <li>• objective priorities do not always follow the structure and some sit under the wrong objective;</li> <li>• need to strengthen that existing customers are the priority;</li> <li>• avoid being too specific - pigeonholes and prohibits flexibility;</li> <li>• to streamline the priorities by having only four priorities under each item;</li> <li>• Management Committee members commented that although the Corporate Plan is strong on what we do, we do not declare what LHA aims to achieve and which way the organisation is headed;</li> <li>• The overarching vision which was agreed at the Away Day in February is Creating Great Places to Live;</li> <li>• Tenants want to see investment in current homes;</li> <li>• More work needs to be done but we need to have an element of flexibility just now with clear objectives for each department;</li> </ul> <p>11.1. Management Committee members APPROVED the commencement of tenant consultation for LHA's 2024-29 Corporate Plan with the proposed objectives and priorities as set out.</p>	
<b>For Approval</b>		
12.	<b>ENTITLEMENTS, PAYMENTS AND BENEFITS ANNUAL DECLARATION – <i>This Item is confidential</i></b>	
<b><i>Mr Nelson left the meeting at this point and as a result the meeting was not quorate. Close of Formal Meeting.</i></b>		

	<b>DATE OF NEXT MEETING</b>	
	<p>Tuesday 25 July 2023 (virtual) is now a provisional date for a Training Session. The AGM in September will be an in-person evening meeting.</p>	All