

PUBLIC MINUTE OF THE MEETING OF LOREBURN HOUSING ASSOCIATION LIMITED HELD ON TUESDAY, 27 JANUARY 2015 AT 6.30PM IN HUNTINGDON, 27 MOFFAT ROAD, DUMFRIES.

<p><u>PRESENT</u></p>	<p>John McNaught Brian Pattinson Derek Rodgers Jim Hogg Ronald Jardine Lynda Cameron Mike Jones John Ross Charlie Lunn</p>	<p>Convener Vice-Convener Secretary</p>
<p><u>ATTENDING</u></p>	<p>Wendy McCracken – Interim Chief Executive / Director of Finance Glen Graham - Interim Chief Executive Depute / Director of Services Rob Stephenson – Head of Housing Louise McNicol – Development Manager Lindsay Lauder – Investment Manager Lorraine Usher – Chief Executive Designate Ann Gordon – Assistant to the Chief Executive* Robert Richmond - M R Rodger &amp; Partners (Item 8 only)</p> <p>* Minute Taker</p>	<p><u>ACTION</u></p>
<p><u>1. APOLOGIES</u></p>	<p>Maureen Farrell Robin Wishart</p>	
<p><u>2. DECLARATIONS OF INTEREST</u></p>	<p>Office Bearers, Mr Jones: Directors of both subsidiary companies (Loreburn Un Limited and Dumfries &amp; Galloway Homes).</p>	
<p><u>6. SPECIAL MANAGER'S REPORT</u></p>	<p>This item was taken first on the Agenda, with no staff present except the Chief Executive Designate, and a confidential minute made.</p> <p><b><i>All staff joined the meeting.</i></b></p> <p>The Convener welcomed everyone to the meeting and asked members to note that the appointment of Lorraine Usher as Chief Executive from 12 March 2015 had been ratified. Mr McNaught welcomed the Chief Executive Designate to the meeting.</p>	
<p><u>8. REACTIVE MAINTENANCE PROCUREMENT*</u></p>	<p>Members unanimously AGREED Option 1 of the report be progressed.</p> <p><b><i>Mr Richmond left the meeting at this point.</i></b></p> <p>Members APPROVED all recommendations contained in the report.</p>	
<p><u>3. SIGNING OF PREVIOUS MINUTE</u></p>	<p>On the proposition of Mr Ross, seconded by Mr Jardine, the minute of the meeting held on 9 December 2014 was unanimously APPROVED.</p>	
<p><u>4. MATTERS ARISING</u></p>	<p>There were no matters arising.</p>	
<p><u>5. CONVENER'S REPORT*</u></p>	<p>The Convener gave a verbal report.</p>	
<p><u>7. DIRECTORS' UPDATE REPORT*</u></p>	<p>Members NOTED the Report.</p>	
<p><u>9. DRAFT BUDGET 2015/2016*</u></p>	<p>The Interim Chief Executive requested that this item be deferred to a special meeting to be held in February. Members AGREED to the deferral.</p>	<p>ICE</p>

<u>10. REVISED COST PLAN REPORT*</u>	Members APPROVED the revised Cost Plan Appraisal	DM
<u>11. POLICY UPDATE*</u>	<p>The Interim Chief Executive Depute noted that the policies, with the exception of Openness &amp; Transparency, had been reviewed and agreed by Loreburn's Policy Panel.</p> <p>Members APPROVED the following policies and NOTED the remainder of the report.</p> <ul style="list-style-type: none"> <li>▶ Additions to the Use of ICT Policy</li> <li>▶ No Smoking Policy</li> <li>▶ Anti-Social Behaviour Policy</li> <li>▶ Lone Working Policy</li> <li>▶ Openness &amp; Transparency Policy</li> </ul>	ICED
<u>12. TENDER REPORT*</u>	Members AGREED the Tender Report.	DM
<u>13. TREASURY MANAGEMENT REVIEW 2015*</u>	<p>The Interim Chief Executive took members through the Review</p> <p>Members NOTED the annual Review.</p>	ICE
<u>14. MINUTE ACTION PLAN</u>	All actions are currently on target.	ICE
<u>15. RISK MAP REVIEW*</u>	Members reviewed the Risk Map.	ICE
<u>16. AOCB</u>	<p><b>Remuneration Sub-Committee:</b> Members APPROVED membership of the Sub-Committee as Mr McNaught, Mr Hogg, Mr Pattinson and Ms Farrell.</p> <p><b>Resignation:</b> Mr Lunn informed members of his decision to resign membership of the Committee.</p> <p>Members NOTED the other items of other business.</p>	
<u>DATE OF NEXT MEETING</u>	<p>A date for a Special Management Committee meeting to discuss the 2015/2016 Budgets is to be set.</p> <p>Management Committee: 24 February 2015 at 6.30pm</p> <p><b>The meeting closed at 8.25pm</b></p>	

\* Confidential items relating to personal information or commercial transactions are omitted from the public minute.

Management Committee: 27 January 2015