

MINUTE OF THE MEETING OF LOREBURN HOUSING ASSOCIATION LIMITED HELD ON TUESDAY, 26 JANUARY 2016 AT 6.30PM IN THE MOREIG HOTEL, ANNAN ROAD, DUMFRIES.

<u>PRESENT</u>	John McNaught (Convener) Brian Pattinson (Vice-Convener) Derek Rodgers (Secretary) Maureen Farrell Ronald Jardine Jim Hogg Lynda Cameron Mike Jones John Ross Russell Brown Iain Fergusson	
<u>ATTENDING</u>	Lorraine Usher – Chief Executive Louise Jeffery – Director of Operations Joanne Weir – Interim Housing Services Manager Andy Todman – Care & Repair Manager Niall Smith – Finance Manager Sue Thiele – Interim Finance Consultant Ann Gordon – Assistant to the Chief Executive*  * Minute Taker	
		<u>ACTION</u>
<u>1. APOLOGIES</u>	Robin Wishart	
<u>2. DECLARATIONS OF INTEREST</u>	Office Bearers, Mr Fergusson, Ms Farrell and Mr Jones: Directors of Loreburn's subsidiary company Dumfries & Galloway Homes.	
<u>3. SIGNING OF PREVIOUS MINUTE</u>	On the proposition of Mr Ross, seconded by Mr Pattinson, the minute of the meeting held on 8 December 2015 was unanimously APPROVED.	
<u>4. MINUTE FOR NOTING</u>	<u>Dumfries &amp; Galloway Homes: 8 December 2015</u> Members noted the content of the minute of the Dumfries & Galloway Homes meeting held on 8 December 2015.	
<u>5. MATTERS ARISING</u>	Two matters arising from the minutes were discussed.	CE
<u>6. CONVENER'S REPORT*</u>	The Convener made a verbal report.	IHSM
<u>7. CHIEF EXECUTIVE'S REPORT*</u>	The Chief Executive made a verbal report	CE
<u>8. DEVELOPMENT PROJECT – ECONOMIC ASSUMPTIONS</u>	The Interim Finance Consultant spoke to the report. Members NOTED the report.	CE/IFC
<u>9. EXECUTIVE MANAGEMENT TEAM UPDATE REPORT*</u>	The Chief Executive and Director of Operations updated Members on various items within the report. Members: 1. APPROVED the revised Business Planning Cycle. 2. NOTED the remainder of the Report.	

<u>10. MANAGEMENT ACCOUNTS – QUARTER 3</u>	The Finance Manager distributed updated Management Accounts for Quarter 3 and then spoke to accounts. Members NOTED the Management Accounts.	
<u>11. RENT CONSULTATION REPORT</u>	The Chief Executive tabled the Rent Consultation Report. On a proposition by Mr Hogg and seconded by Mr Jardine, members unanimously AGREED to consult tenants on a rent freeze for 2016/2017.	
<u>12. INVESTMENT REPORT*</u>	The Director of Operations updated members on items within the report. Members: 1. CONSIDERED the proposal within the report. 2. NOTED the remainder of the Report.	
<u>13. TENDER REPORT</u>	Members: HOMOLOGATED decisions already agreed by Office Bearers.	
<u>14. WELFARE REFORM UPDATE*</u>	The Interim Housing Services Manager took Members through the report. Members NOTED the content of the Welfare Reform Update.	IHSM
<u>15. PERFORMANCE REPORT: QUARTER 3</u>	The Chief Executive tabled the Quarter 3 Performance Report to members. Members NOTED the Report.	
<u>16. DEVELOPMENT FINANCIAL PERFORMANCE REPORT: QUARTER 2*</u>	Members NOTED the content of the Development Financial Performance Report.	
<u>15. MINUTE ACTION PLAN*</u>	Members NOTED the current Action Plan is now complete.	
<u>16. AOCB</u>	There were 4 items of other business discussed.	CE
<u>DATE OF NEXT MEETINGS</u>	Policy Panel: 16 February 2016 at 3.30pm Health & Safety Sub-Committee: 16 February 2016 at 2.00pm Dumfries & Galloway Homes: 23 February 2016 at 5.15pm Management Committee: 23 February 2016 at 6.30pm	
	<b><i>The meeting closed at 8.30pm</i></b>	

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