

MINUTE OF THE MEETING OF LOREBURN HOUSING ASSOCIATION LIMITED HELD ON TUESDAY 15 NOVEMBER 2016 AT 6.30PM IN HUNTINGDON, 27 MOFFAT ROAD, DUMFRIES.

Present: John McNaught (Convener)
 Brian Pattinson (Vice-Convener)
 Derek Rodgers (Secretary)
 Iain Fergusson
 Jim Hogg
 Jane Connechen
 Mike Jones
 Peter Ward
 Russell Brown

Attending: Lorraine Usher (Chief Executive)
 Alison Anderson (Director of Finance and Corporate Services)
 Amanda Yellowley (Director of Operations)
 Andy Todman (Head of Partnerships and New Initiatives)
 Joanne Weir (Housing Manager (East))
 Graham Robertson (Development Manager)
 Ann Gordon (Assistant to the Chief Executive)*
 *minute

	Action
The Convener welcomed the Director of Operations and Development Manager to their first Management Committee meeting.	
1 <u>Apologies</u> Ronald Jardine, Maureen Farrell, Lynda Cameron	
2 <u>Declarations of Interest</u> Office Bearers, Mr Jones and Mr Fergusson – Directors of Loreburn’s subsidiary company Dumfries and Galloway Homes. Mr McNaught declared an interest in the NHS.	
3 <u>Signing of Previous Minute</u> On the proposition of Mr Pattinson, seconded by Mr Fergusson the minute of the meeting held on 25 October 2016 was unanimously approved.	
4 <u>Matters Arising</u> Members AGREED to HOMOLOGATE decisions made at the October meeting.	
5 <u>Minutes for Noting</u> <i>Organisational Development and Staffing Committee (04.10.16)</i> Members NOTED the minute. <i>Health and Safety Committee (11.10.16)</i> Members NOTED the minute.	

Strategy Day (25.10.16)

Members agreed to **HOMOLOGATE** the new format for reports for committee meetings and the proposed format for the agenda.
Members **APPROVED** the notes of the Strategy Day.

6 Convener's Report

The Convener gave a verbal report.

7 Chief Executive's Report

The Chief Executive gave a verbal report.

8 Galloway Gateway

The Head of Partnerships and New Initiatives gave a presentation and spoke to the report.

Members:

- **APPROVED** the proposals within the report.
- **NOTED** the report.

9 Management Accounts – Quarter 2

The Director of Finance and Corporate Services tabled an updated Income and Expenditure account.

Members:

- **NOTED** the accounts for quarter 2.

10 Broadband

The Head of Partnerships and New Initiatives updated members on the proposed broadband pilot.

At 8.30pm Members AGREED to suspend Standing Orders

Members:

- **APPROVED** the pilot project.
- **NOTED** the report.

11 Bad Debt Write Off – Quarter 2

The Regional Housing Manager (West) spoke to the report.

Members:

- **APPROVED** the write-off of bad debts and the transfer of refunds of to sundry income.
- **NOTED** the report.

12 Development Appraisal/Acquisition

The Development Manager spoke to the report

Members:

- **APPROVED** the proposal as noted within the report.

13 Strategic Performance Indicators – Quarter 2

The Chief Executive tabled an updated report.

Members:

	<ul style="list-style-type: none"> • NOTED the report. 	
14	<p><u>Pension Scheme Update</u> Members:</p> <ul style="list-style-type: none"> • NOTED the report. 	
15	<p><u>Update on Repairs Conference</u> Members:</p> <ul style="list-style-type: none"> • NOTED the update. 	
16	<p><u>Complaints and Compliments Data Analysis – Quarter 2</u> Members:</p> <ul style="list-style-type: none"> • NOTED the report. 	
17	<p><u>Road Adoption Update</u> The Development Manager updated Members.</p> <p>Members:</p> <ul style="list-style-type: none"> • NOTED the report. 	
18	<p><u>Corporate Plan Mid Year Review</u> Members:</p> <ul style="list-style-type: none"> • NOTED the report. 	
19	<p><u>Minute Action Plan</u> Members:</p> <ul style="list-style-type: none"> • REVEIWED and NOTED the minute action plan. 	
20	<p><u>Any Other Business</u> One item of other business was discussed.</p> <p>The Convener requested an item for discussion be added to the agenda for December.</p> <p>Date of Next Meetings:</p> <p>Dumfries and Galloway Homes – Tuesday 13 December 2016, 5pm Management Committee – Tuesday 13 December 2016, 6.30pm</p> <p><i>The meeting closed at 8.43pm.</i></p>	