

**MINUTE OF THE MEETING OF LOREBURN HOUSING ASSOCIATION LIMITED
HELD ON TUESDAY 28 FEBRUARY 2017 AT 6.00PM IN MABIE HOUSE HOTEL,
DUMFRIES.**

Present: John McNaught (Convener)
Brian Pattinson (Vice-Convener)
Derek Rodgers (Secretary)
Iain Fergusson
Jane Connechen
Maureen Farrell
Jim Hogg
Peter Ward
Robin Wishart
Ronald Jardine
Russell Brown

Attending: Lorraine Usher (Chief Executive)
Alison Anderson (Director of Finance and Corporate Services)
Amanda Yellowley (Director of Operations)
Ann Gordon (Assistant to the Chief Executive)*

*minute

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| <p>1 <u>Apologies</u>
Mike Jones, Lynda Cameron</p> |
| <p>2 <u>Declarations of Interest</u>
Office bearers, Mr Fergusson and Ms Farrell – Directors of Loreburn’s subsidiary company Dumfries and Galloway Homes.</p> |
| <p>3 <u>Signing of Previous Minute</u>
On the proposition of Mr Pattinson, seconded by Mr Jardine the minute of the meeting held on 31 January 2017 was unanimously APPROVED.</p> |
| <p>4 <u>Matters Arising</u>
Members were updated on 3 items of business.</p> |
| <p>5 <u>Minutes for Noting</u>
<i>Health and Safety (24.01.17)</i>
Members:
• NOTED the minute

<i>Organisation Development and Staffing (31.01.17)</i>
Members:
• NOTED the minute</p> |

- 6 Convener's Report**
The Convener gave a verbal report.
- 7 Chief Executive's Report**
The Chief Executive gave a verbal report.
- 8 Standing Orders**
Members discussed the updated version of the Standing Orders.
Members:
- **APPROVED** the revised Standing Orders with changes with the above amendments.
- 9 Liabilities and Service Charge Update**
The Chief Executive took Members through the report.
Members:
- **APPROVED** the proposal from the Audit and Compliance Sub-committee.
 - **APPROVED** the recommendations within the appendix 1 of the report.
- 10 Follow Up Report on SPI's – Quarter 3**
Members:
- **NOTED** the report.
- 11 Conference and Workshop Dates**
Members:
- **NOTED** the conference and workshop dates.
- 12 Risk Plan**
Members:
- **NOTED** the top 5 risks in the report.
- 13 Minute Action Plan**
Members:
- **NOTED** the minute action plan.
- 14 Any Other Business**
Rent consultation: The Director of Operations tabled the rent consultation report and noted that 280 customers had been contacted.
Members:
- **APPROVED** the rent freeze for the financial year 2017-18.
- One other item of other business was discussed.
- Dates of Next Meetings:**
Dumfries and Galloway Homes, Tuesday 28 March 2017, 5.00pm
Management Committee, Tuesday 28 March 2017, 6.30pm
- The meeting closed at 6.44pm***