



**MINUTE OF THE MANAGEMENT COMMITTEE MEETING OF LOREBURN HOUSING ASSOCIATION LIMITED HELD ON TUESDAY 26<sup>th</sup> June 2018 AT 6.30PM IN HUNTINGDON, DUMFRIES.**

**Present:** Brian Pattinson (Convener)  
Russell Brown (Secretary)  
Jane Connechen  
Ronald Jardine  
Mike Jones  
Derek Rodgers  
Robin Wishart

**Attending:** Lorraine Usher (Chief Executive Officer)  
Alison Anderson (Director of Finance and Corporate Services)  
Amanda Yellowley (Director of Operations)  
Becky Wilson (Head of Governance and Assurance)  
Tracy McNeil (Corporate Executive Assistant)\*

\*minute

**1 Apologies**

Apologies were received from

Peter Ward  
Maureen Farrell  
John McNaught

**2 Signing of Previous Minute**

Mr Hogg wished the wording of Agenda Item 7 Annual return Charter to be changed from sighted to seen or noted. Upon completion of this change on the proposition of Mr Wishart, seconded by Mr Jones the minute of the meeting held on 29<sup>th</sup> May 2018 was unanimously APPROVED.

**3 Matters Arising**

None

**4 Minute for Noting**

Audit and Compliance 15<sup>th</sup> May 2018:

Mr Hogg noted the date was wrong of the Management Committee Meeting in these minutes P.4 Agenda Item 16 and they should be changed from 28<sup>th</sup> June to 26<sup>th</sup> June.

Health and Safety 1<sup>st</sup> May 2018:

Mr Brown highlighted P.2 Item 3.7 and 7.1 would be revisited by the H&S Committee.

The minutes were noted.

## **5 Convenor`s Report (verbal)**

The Convenor advised due to holidays he had no business to report so would pass over to the CEO.

## **6 Chief Executive`s Report (verbal)**

The CEO updated Members on a number of issues including a complaint to Scotland`s Public Ombudsman, her presentation at the Royal College of Physicians in Glasgow and an invitation for Loreburn H A to contribute to a Parliamentary review.

The CEO informed members that following an unannounced, no notice inspection from the Care inspectorate a full audit has been carried out.

## **7 Development Strategy**

Subject to two changes the Development Strategy for 2018-2021 was **APPROVED**

## **8 Model Rules**

The Head of Governance and Assurance asked members to adopt The Scottish Housing Regulator 2015 Model Rules as best practice for Loreburn Housing Association.

The recommendation was **APPROVED**.

## **9 Financial Regulations**

The report and amendments was **APPROVED**

## **10 Safeguarding/Vulnerable Adults Policy Update**

This report was **APPROVED** with one change

## **11 Risk Management Strategy**

The Risk Management Strategy was **APPROVED**.

**12 Rent Setting Policy**

The policy was **APPROVED** with one amendment

**13 Procurement and Value for Money Strategy**

The report was **APPROVED**.

**14 YP Service Update Report**

This report was **APPROVED**

**15 Membership Application**

The application for membership was **APPROVED**

**16 Financial spend projection for current development programme**

Subject to clarification of the exact number and ensuring the reference is consistent throughout the plan and other documentation the report was **APPROVED**

**17 Aids and Adaptations Update**

This report was **NOTED**

**18 Risk Plan**

This report was **NOTED**

**19 Conference Workshop Programmes**

This report was **NOTED**

**20 Minute Action Plan**

This report was **NOTED**

**21 Any Other Business**

This report was **NOTED**

The meeting closed at 7.42pm