

**PUBLIC MINUTE OF THE MANAGEMENT COMMITTEE MEETING OF
LOREBURN HOUSING ASSOCIATION LIMITED HELD ON TUESDAY 30th
OCTOBER 2018 AT 6.30PM IN HUNTINGDON, DUMFRIES.**

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

Attending: Lorraine Usher (Chief Executive Officer)
Alison Anderson (Director of Finance and Corporate Services)
Becky Wilson (Head of Governance and Assurance) *
Graham Robertson (Development and Care and Repair Manager)

*minute

1 Apologies

None.

2 Declarations of Interest

The Convener called Members to Declare any Interests. The Convener noted the previously disclosed interest of Members of the Dumfries and Galloway Homes Board Members. No further declarations were made.

3 Signing of Previous Minute

The Convener noted that the Minute of the Meeting held on Tuesday 28th August 2018 had previously been approved however is being brought back to Members, having been amended following a query over duplication. The Minute, on the proposal of Mr Rodgers, seconded by Ms Connechen was **APPROVED**.

4 Matters Arising

The DFCS noted that, after speaking with our treasury advisor (DTP), it is now more common that some projects are looked at after 30 years for example 35

or 40 years. The DFCS noted that she is planning to discuss this matter further at the upcoming Away Day which was accepted by Members.

The Development and Care and Repair Manager noted that the extra HAG funding application for the Garrick site was unsuccessful. The Development and Care and Repair Manager will identify savings on the project.

The Convener queried whether there will be a review of rents against energy savings costs. The Development and Care and Repair Manager noted that this will be explored once the contractor is in place.

5 Minutes for Noting

The Convener noted that the Minutes of the AGM and SGM held on Tuesday 4th September 2018 will go to the AGM next year for approval.

6 Convener`s Verbal Report

The Convener advised that his scheduled meeting with Jeff Ace to discuss the NHS/IJB Partnership working has been postponed due to a conflicting engagement on their part. The Convener will ask to reschedule the meeting.

The Convener noted that he is working with the CEO and Office Bearers on several matters.

7 Chief Executive`s Verbal Report

The CEO advised Members that a presentation of the Choice Based Lettings system will be made to the Common Housing Register Board.

CEO has also been involved in the recruitment of the Head of Housing post and the interviews are scheduled for 21st November 2018. The CEO advised Members that significant time has been spent supporting operational matters.

CEO noted that the first 2 Corporate Planning sessions have been completed with staff volunteers and the Office Bearers. The sessions noted the progress against the 2016-19 Corporate Plan and discussed / debated current and future challenges. CEO is working up the notes into a presentation for 14th November 2018 so Management Committee Members can begin to discuss the direction of the next Strategic Plan.

The in-house repairs contract and TUPE issues were discussed.

8 Q2 Management Accounts

Members **APPROVED** the Management Accounts for Quarter 2 2018/19.

9 Shareholders Review

The CEO advised Members regarding the requirement for shareholders being relinquished and the active membership.

Concern was expressed and the recruitment of new members was discussed. Members discussed the importance of effective engagement with our membership and how this could be improved to increase membership. A member recommended that we also look to recruit Members from the third-sector where there is crossover and questioned the value of having a large recruitment drive to recruit significant numbers of new members many of whom may be removed in 5 years' time. Another Member highlighted that lower membership may be a result of our success and good performance and noted that if tenants were dissatisfied with our services then they would be more likely to attend the AGM. The Head of Governance and Assurance noted that our AGM mailings are not engaging and may deter Members from attending the AGM. The information content and format will be reviewed ahead of the 2019 AGM.

CEO acknowledged the concerns of Members and will consider how Membership and engagement will be targeted following feedback from the upcoming customer consultation for the ARC.

Members **APPROVED** the removal of relinquished shareholders as per policy.

10 Director's Briefing

A member queried following the Budget had risk around UC reduced. The CEO advised that it is unlikely that the changes will have an impact on Dumfries and Galloway. CEO will consider and circulate a response to Members.

A discussion took place regarding pensions and the risks to Loreburn H A a Member questioned the feasibility of assessing if a single payment is preferable and questioned what the current mechanisms are for a one-off payment and advised that there needs to be more thought given to this process. The DFCS noted that potential new calculations suggest that levels of contribution may continue to go up. The CEO noted that there are still a high number of Scottish Associations that are on a defined benefit scheme paying contributions in excess of 20%.

A member queried how quickly Loreburn could come out of the scheme. Another noted it will be likely that all pension firms will be in the same boat and questioned whether it would be worth the pay-out. The DFCS noted that the valuation is due in April/May 2019 and at that point a review will be commissioned. The Convener requested that the DFCS looks at info from the last review.

The CEO noted that Loreburn are required to submit an updated Development Plan to the Regulator. The Head of Development noted that two schemes may be removed from the shadow programme as it is unlikely, they will progress.

The CEO and the Head of Development will review the shadow programme and an updated version will be issued to Members prior to submission to the Regulator.

11 Q2 Performance Report

POST MEETING NOTE: There was an error in the report posting with the report on Minute Pad showing Q1 figures rather than Q2. The correct report will be uploaded and circulated to Members with this Minute.

12 Management Committee Skills Development

The Management Committee Skills Development programme was **NOTED**.

13 Minute Action Plan

The Minute Action Plan was **NOTED**.

14 Any Other Business

The Convener advised Members that the Head of Governance and Assurance will now attend all Management Committee Meetings and sub-committee meetings to take the minutes and will also have access to confidential minutes.

This meeting closed at 8:01pm and the Convener asked the staff to leave the room except for the CEO and the Head of Governance and Assurance.

A confidential meeting was held with the minute taken by the Head of Governance and Assurance.