

Minutes of Management Committee Meeting – Thursday 25th June 2020
Conference Call with all attendees from their homes at 6.00pm

Action

- Present:** Margaret McIntyre, Iain Dyer, Betty Macneill, Alex Cameron, Jonah Chireka, Ruth McCluskey, Alison Devlin, Munir Choudry, Surjit Singh Chowdhary.
- In Attendance:** Patrick Mc Grath, Norma Taylor, Mandy Wright, Allan Forfar, Des Phee, Aileen Radford.
- Item 1:
Apologies &
Attendance** No apologies received for this meeting.
- Item 2:
Conflicts of
Interest** No conflicts of interest for noting.
- Item 3:
Minutes of
meeting
28.05.2020** **Corrections:** no corrections for noting.
Matters Arising: no matters arising for noting.

Minutes approved by Committee – proposed by Iain Dyer and seconded by Jonah Chireka.
- Item 4: Matters
Arising
Schedule** Committee noted the report.
- Item 5:
Committee
Workplan** Committee noted the report.
- Item 6: Annual
Return on the
Charter (ARC)** Allan Forfar gave Committee some background to the ARC over the last few years and explained that we improved performance for four years running, peaking in 2016/17. There had been a dip in performance in the last two years but performance has improved across the majority of indicators in 2019/20. There has been particular strong performance improvements this year in housing management, gas and medical adaptations.

There are a couple of indicators where performance slipped. SHQS with some new issues identified in the Stock Condition Survey and private acquisitions that are awaiting refurbishment. Repairs service satisfaction has also dipped. Full sector results will be available in a few months time.

Committee raised a few queries:-

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- Rent collected as a % total due 98.9% and gross rent arrears 5.9%. Allan explained that these figures are not particularly related and that the main focus should be on the reduction in arrears. Alex commented that the rent collected in the year can be above or below 100% as the Regulator includes former tenant arrears.
- SHQS figures going down – are there contracts in place to address this? Allan advised that the majority of fails are related to heating and there is a programme of works in place. Fails also relate to private acquisitions and major repairs, where again there is contracts in the pipeline. Allan also advised that the Stock Condition Survey will be reviewed in detail at a separate meeting when we are able to have meetings in the office.

Allan commented that the calculation of the ARC figures had been very difficult this year for staff due to home working and the limitations of the temporary computer systems and wanted to thank staff for being extra vigilant.

AF

The final document and formal report will be brought to the July meeting, however Committee were happy to approve the ARC – proposed by Iain Dyer and seconded by Alex Cameron.

**Item 7:
Business
Continuity
Plan & COVID
19 Risk
Register**

Some committee members commented that the risk register is impossible to read due to the very small print. Some discussion on this and it was agreed that some of the columns could be omitted in future e.g. 4 columns on impact analysis.

AC asked when the revised budget will be brought back to Committee. Mandy advised that staff are trying to assess spend for the first three months and finalising the year end accounts. These accounts will be available at the July Committee meeting.

MW

AC asked if there were any implications due to COVID. Mandy commented that there are no issues and cash has not dipped below £5m.

Committee approved the Business Continuity Plan and COVID 19 Risk Register – proposed by Iain Dyer and seconded by Ruth McCluskey.

Minutes of Management Committee Meeting – Thursday 25th June 2020
Conference Call with all attendees from their homes at 6.00pm

Item 8: Loan Portfolio Return to the Regulator

Committee noted the return. Mandy advised that all loans other than Handelsbanken have been fully drawn down. Committee also advised that the return to the Regulator is lengthy and the report attached is the summary.

Committee approved the Loan Portfolio Return – proposed by Iain Dyer and seconded by Alex Cameron.

Item 9: Report on Management Committee Appraisals

As not all members had received their copy of the report, it was agreed to postpone any discussions until the July meeting. Aileen will re-issue the report.

AR

Item 10: Glasgow Care & Repair Annual Report

Committee noted the report.

Norma advised that notification has been received for HEEPS funding which has been reduced by 37%.

*** - Minute edited to protect third party personal data in relation to this agenda item.** Targets have also been reduced.

Glasgow City Council have initiated a review along with HSCP looking for longevity of funding. The Association is also keen to charge other housing associations more money for the service and this will be part of ongoing discussions.

MC pass on his appreciation of the Handyperson Service and the excellent work they carry out.

Item 11: New Model Rules

Des commented that there are new SFHA Model Rules which now reflect the Regulatory Framework. The main changes are:

- New discretionary power for the Governing Body to impose a leave of absence in situations where an alleged breach of the Code of Conduct for Governing Body Members is being investigated.
- Discretionary power for Governing Body members in exceptional circumstances to block a nomination to become a member of the Governing Body
- A caveat for discharged bankruptcy or where there is a repayment plan in place under the Debt Repayment Arrangement

Discretionary provision not within the new rules is payments to Governing Body members.

**Minutes of Management Committee Meeting – Thursday 25th June 2020
Conference Call with all attendees from their homes at 6.00pm**

There is a discretion within the constitution for this year's AGM allowing the meeting to be held virtually. It proposed to put this in for future meetings also.

Des will bring a final report to Committee next month.

DP

**Item 12:
Annual
Assurance
Statement
2020 Update**

This report is an update on previous reports and the statement submitted last October. Des advised that an update is awaited from the Regulator and if nothing received then the statement will have to be issued by October.

AC asked if the Association is vulnerable within any of the 7 standards. Des advised that there are no issues. Des also advised that there is an Improvement Plan in place and one of the legal requirements is the Tenant Participation Strategy. Des will bring further reports to next month's meeting.

DP

**Item 13:
Statutory
Annual
Procurement
Report**

This report is compliant with legislation from Scottish Government. Committee approved the submission of this report before 31st July 2020. Proposed by Iain Dyer and seconded by Ruth McCluskey.

**Item 14:
Director's
Report**

Committee noted this report.

**Item 15:
Proposals on
Restructuring
Staff Team**

Noted within Confidential Minutes.

Items 16 – 31

Item 31 – Any other competent business

Patrick advised that the Neighbourhood Committee meetings have not been taking place throughout lockdown and would like these meetings suspended. This was approved by Committee.

**Item 32: Date
of next
meeting**

The next meeting will be held on Thursday 30th July 2020 at 6.00pm.