

Minute of the Management Committee Meeting of Rutherglen and Cambuslang Housing Association held on Tuesday 18th June 2019 at 5.30pm in the Association's offices at 16 Farmeloa Road, Rutherglen.

Present

Robert McLeary
Eveline Thompson
Jean Stewart
Gary Gow
Frances Cunningham
Edward Harkins
Mary Ellen McKeown
Christine McPhail

Present

Dave Anderson

Item One – Apologies

Apologies noted – Nora Dillon, Geraldine Baird, Karen McCartney and Jean Gow

Item two – Declaration of Interest

None were declared

Item Three- Minutes of Previous Meeting: 14th May 2019

Minute of previous meeting held on the 14th May 2019 was noted as true record.

Proposed: Jean Stewart

Seconded: Eveline Thompson

Item Four- Matters Arising/Committee Digest

Regulatory Framework

Noted that this was on the agenda. Committee was also pleased to learn that further guidance in the form of a toolkit will be produced by the SFHA/SHR and GWSF to assist RSL's in submitting their first Assurance Statement. Hopefully this will be available in August/September when we are preparing our statement.

Shop in Hamilton Road

Committee agreed that we should attempt to market the shop in the short term although marketing hadn't been successful in that area in the past. It was suggested that it may be possible to convert this to housing accommodation. Dave reported that this had been considered several years ago but that it was not feasible due to daylight restrictions to the rear as a result of the raised back court.

Fire Safety – Installation of smoke alarms in social housing:

Committee noted that the Government had announced that interest free loans would be available. It had previously been agreed that the Association would take advantage of this. Agreed that we should apply for a loan although it was noted that the loans were on a ‘first come first served’ basis which the committee felt was unfair.

EESH 2 After 2020

Some discussion took place on the implications of EESH in particular the impact of the introduction of a ban on installing gas boilers after 2025. It was noted that existing systems would be OK for the duration of their lifespan but the cost of gas was likely to go up as fewer customers would be using it. Committee asked if it was likely that any grants would be available to implement the proposals, Dave replied that this was unlikely and that, as per SHQS and EESH 1, this had to be met from our revenue stream i.e. rental income

Item 5 – Sub Committee Minutes:

Finance Sub-Committee: 28th May

Committee noted. Dave confirmed that the ARC had been submitted to the Regulator on time.

Item 6 - Correspondence

Adaptations: Letter received from the Scottish Government confirming a budget of £20,000 for 2019/20. Dave pointed out that we had requested £28,000 and it seems like the overall budget had been cut. Committee noted that this had been issued after the Minister had addressed the SFHA conference. Committee expressed dissatisfaction as there was a clear demand for adaptations and this was against Government policy to keep people in their own homes. Agreed that we would continue to prioritise the high priority cases on our list.

Item 7 - New Regulatory Framework - Assurance Statement

An updated matrix containing the Standards of Governance and financial management had been circulated. Committee focussed on standards 4 – 6 and considered what evidence it had to provide assurance that it met the standards, this was noted on the matrix that had been circulated. Committee suggested additional evidence as follows:

4.1 and 5.5 – The outcome of the senior officer’s appraisal

5.1 – Availability of policies etc. on the web site.

5.7 and 5.8 – Noted that this was not a current issue but that EVH had recently published a model guide/policy and that this should be reviewed/adopted.

Committee noted that Regulatory Standard 7 did not apply to the Association at present as we had no plans to dispose of any stock.

It was noted that committee had now completed a full self-assessment of its compliance with the requirements/standards over the last 3 meetings. This will be combined into one document and this will form the basis of our consideration of our assurance statement to the SHR.

Item 8 – ARC/ESSH

Committee noted that the ARC/ESSH return had already been reviewed by the finance sub-committee prior to submission to the Regulator and that this paper was intended to advise the full committee of the content of these submissions. Committee reviewed the paper and commented as follows;

Gas Servicing; Committee asked, due to the safety implications, if this was available to other owners in tenement blocks. Dave confirmed that the service was available to factored owners and billed through their common charges although this was optional.

Arrears; Noted that the impact of Universal Credit was now kicking in but it was difficult to assess the real impact due to the timing of payments.

Repairs Completed Right First Time; Dave explained the recent change in ordering spare parts for gas servicing/breakdowns and it was hoped that this would improve performance in this area.

Waiting List: Committee asked about the spike in numbers compared to previous years. It was noted that, although it was difficult to predict trends in this area, the fact that we were developing would contribute to an increase in applicants.

Item 9 – Loan Portfolio/Five-Year Financial Projections

Committee reviewed the Five-Year Financial Projections spreadsheet that had been circulated. It was noted that this was based on the recent review of our 30-year projections and the assumptions were the same.

With regards to the Loan Portfolio it was noted that our outstanding borrowings were £8.93M although this would increase by £2M when the new development loan was converted from

an overdraft. Committee noted that we have 240 unsecured properties (30% of our stock) and this would increase by 37 when the new build development comes off site.

Both submissions were approved by committee for submission to SHR.

Item 10 - Tenant Satisfaction Survey

Committee discussed and agreed the proposals for the procurement of the Tenant Satisfaction Survey. It was noted that fieldwork would begin in November with the final report being completed by February 2020.

Committee was asked to consider any additional questions for inclusion in the survey – these will be considered at the August meeting.

Item 11 AOCB

Noticeboards in Closes; Following on from previous discussions about community involvement it was suggested that information boards should be placed in tenement closes. Some committee who stay in tenements noted that ad hoc arrangements were in place but there was no formal arrangement. It was agreed to look at the feasibility/cost of this.

Landemer/Summerfest; The chair had attended both events and reported that they had been a great success and that the Associations ongoing support was appreciated.

SFHA Conference; Four committee members had attended and all reported that it had been useful and informative.

New shares

The undernoted shares were considered and approved;

[REDACTED]	[REDACTED]

(Redacted for data protection puposes)

Item 10 - Dates of Next Meetings

Noted that there were no meetings in July

Housing Management Sub-committee;	25 th June
Management Committee;	13 th August
Finance Sub-Committee;	20 th August
Maintenance Sub-committee;	27 th August