

Minute of the Management Committee Meeting of Rutherglen and Cambuslang Housing Association held on Tuesday 14<sup>th</sup> May 2019 at 5.30pm in the Association's offices at 16 Farmeloan Road, Rutherglen.

**Present**

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

**Present**

Dave Anderson  
Jade McGowan

**Item One – Apologies**

Apologies noted – Nora Dillon and Geraldine Baird

**Item two – Declaration of Interest**

None were declared

**Item Three- Minutes of Previous Meeting: 9<sup>th</sup> April 2019**

Minutes of previous meeting held on the 9<sup>th</sup> April 2019 were noted as true record.

Proposed: Jean Stewart

Seconded: Mary Ellen McKeown

**Item Four- Matters Arising/Committee Digest**

**Business Plan**

Noted that the Business Plan is now complete this will be available online within the committee/staff area of the web site.

**Committee Training Plan**

Noted. The following asked to be registered with SHARE for the e-learning modules:

Karen McCartney

Frances Cunningham

Gary Gow

**Regulatory Framework-** Noted on the Agenda.

**Freedom of Information**

Noted

### **Church Spire**

Committee noted -Steeplejacks are working on the structure of the church spire. Dave reported that once the scaffolding was down the long awaited planters at the front door would be installed

### **Internal Audit**

Committee noted

### **Item 5 – Sub Committee Minutes:**

#### **Development: 16<sup>th</sup> April**

Noted. Committee noted the post meeting note on the elevations and the number of internal moves/downsizing.

#### **Housing Management: 30<sup>th</sup> April**

Committee noted.

### **Item 6 - Correspondence**

Landemer Day will be Saturday 1<sup>st</sup> June 2019 – Robert will be attending under the auspices of Clyde Gateway, there were no other members interested in lunch tickets

### **Item 7 - New Regulatory Framework - Assurance Statement**

The Committee reviewed a matrix containing 1-3 of the Standards of Governance and Financial Management. Committee considered each of the standards and agreed what evidence it had to give assurance that it met each standard and highlighted areas where we possibly could improve. Agreed that the completed matrix would be considered at the next meeting.

The consensus from the committee was a large amount of time was based around the Regulatory Framework and the format/language was not necessarily easy to follow – there was also a lot of repetition. Some discussion took place around the options to influence this and it was noted that both the SFHA and the GWSF had made representations during the consultation period. It was felt that this was the best approach rather than individual Associations raising issues direct with the regulator.

Dave agreed to review the process of reviewing the final 3 standards at the June meeting to avoid repetition and provide further clarification where this was needed.

### **Item 8 - Key Performance Indicators- March 2019**

The Committee discussed the quarterly figures up to the end of March 2019 (noted that this was agenda item 8 not 7 as noted on the paper). The majority of the KPI targets were met with only 2 being above target these were as follows;

- **% reactive repairs completed right first time** - Maintenance have discussed the issue with one of our plumbing contractors and it was anticipated that improvements will be made
- **Gross Arrears** – Noted that this was primarily due to Universal Credit. This was not only due to tenants in arrears but the difficulty in calculating a precise figure due to technical issues surrounding the timing of payments of Universal Credit.

With regards to the reduction in the number of lets committee felt that it should be noted that there were no underlying problems.

### **Item 9 – AOB**

Committee asked if the shopfront in Hamilton Road that was leased to Woman's Aid could be painted. Agreed that this will be raised with Women's Aid - the Committee agreed if financial/practical help is required the Association will provide this.

Post meeting note: Women's Aid have handed in their notice and will be vacating the unit at the end of June. The Association will paint the external façade.

### **New shares**

The following shares were considered and approved by committee;

(Redacted for data protection purposes)

Reina Bochita Nguema                      0/1 9 Victoria Street, Rutherglen, G73 1DT

Laura Mihailova                              7 Kirkwood Street 2/2, Rutherglen, G73 2SJ

### **Item 10 - Date of Next Meetings**

Maintenance - Tuesday 21st May 2019

Finance - Tuesday 28<sup>th</sup> May 2019

Management Committee – 18<sup>th</sup> June 2019

Housing Management - 25<sup>th</sup> June 2019