

North Glasgow Housing Association Ltd

Minutes - 24th November 2009

Present

P Kenna (Chair), D Shaw, C Rossine, F Miller, M Thomson, I Cross, P Miller, T Dow, R Rodden, B Rossine, B Matheson, A Wilson, J Fury, M Willis, S Donnelly, E Hurcombe, H White, D Cowan, J Thorburn

Staff:

R Tamburrini CEO, AM Devlin (Senior Depute CEO), B Fleming (Depute CEO), B Hartness (Finance Director), L Anderson (Director Corporate Services), A McCann, (Head of Corporate Services), J Devine (Head of Business Development), M McDowall (Corporate Services Officer)

In attendance:

R Carroll RRB LHO, J Bennett NGHHA LHO, K McLean Balmore LHO

1. Apologies

D Cowan, J Thorburn

2. Disclosure of Interest

None

3. Minutes of Previous Meetings

a) Management Committee 6 October 2009

Proposed R Rodden Seconded M Thomson

b) North Glasgow LHO 17 September & 15 October 2009

Noted

c) RRB LHO 21 September & 19 October August 2009

Noted

d) NGHHA Officer Bearers Minutes 24 September 2009

Noted

4. Chief Executives Report

a) SST

Corporate Services Director updated Members on recent discussions with GHA and their approach to valuation of properties linked to the report by Mazars and also the very positive comments from Alex Neil, Housing Minister re SST. Members noted it was hopeful the Business Plan would be ready by late March 2010 and that the process would begin as early as possible in the new year.

5. Operations and Finance

a) Possilpark Tenements Quarterly Report

Senior Depute CEO referred to report on Possilpark Tenements for the quarter July to September 2009 detailing the range of activities implemented to address the short term objectives.

Members noted report.

b) Housing Management Quarterly Report

Senior Depute CEO referred to report covering performance for the quarter July- September 2009 dealing with general housing management performance in issues of voids, lettings and rent arrears.

Members noted report.

c) GCSS Resolution Services

Senior Depute CEO referred to report providing Management Committee with an update on progress with the services provided by Glasgow Community Safety Services in the management of anti-social behaviour.

Members noted report.

d) Homelessness Update

Senior Depute CEO referred to report updating Members on Homeless performance and activity for the second quarter ended 30 September 2009.

Members noted report.

e) Rent Arrears Progress Report

Senior Depute CEO referred to report covering the second quarter of the year. Members noted information and the good progress made in reducing rent arrears as detailed in report.

f) Homelessness Inspection Action Plan

Senior Depute CEO referred to report and Members recalled the inspection by the Scottish Housing Regulator in February and recent discussion at the October Management Committee meeting on the positive outcome of the Regulator's Inspection Report.

Members noted report and Action Plan outlining areas for development identified in the inspection report as well as action taken to date in the areas of sustaining tenancies, accommodation provision, prevention of homelessness and governance.

Members further noted that the Action Plan had been discussed with the Regulator who commented that it was very positive and indeed was above and beyond their expectations.

g) Management Accounts NGHA

Finance Director referred to report covering the quarter to 30 September 2009 comparing Income and Expenditure of the Association against the budget.

Following discussion Committee approved the Management Accounts for the quarter ended 30 September 2009.

h) Management Accounts NGMS

Finance Director referred to report covering the six months to September 2009.

Committee noted management accounts of North Glasgow Management Services Ltd and copies of the board minutes attached to report.

i) Management Accounts DSGL

Finance Director referred to report detailing financial results of the company since 1 June 2009 and relevant events since that date.

Committee noted first management accounts of Design Services Glasgow Ltd and other matters as detailed in report.

j) THFC Loan Facility

Finance Director referred to report and Members recalled discussions at August Management Committee meeting and agreement to proceed with negotiations with THFC to provide additional lending facility.

After consideration Members noted report and approved recommendations a) that we conclude negotiations with THFC to provide the additional lending facility and b) that authority be given to Office Bearers to agree the final terms and that the appropriate documentation may be signed on behalf of the Association by the Office Bearers or the Finance Director.

Proposed T Dow Seconded J Thorburn

k) Investment Report

Finance Director referred to report providing details of investments made and interest received for the period from July to September 2009.

l) Loan Portfolio

Finance Director referred to report providing details of the loan portfolio as at 30 September 2009 and the rates of interest currently being paid.

Committee noted report and that the loan portfolio is within the association's borrowing limits, the borrowing facility granted by the bank, and that an active review is currently being undertaken on the interest rates in the lending market.

m) Bad Debt Report

Finance Director referred to report and after consideration Committee approved recommendation as detailed in report.

Proposed F Miller Seconded D Shaw

n) Authorised Signatories

Finance Director referred to report updating authorised signatory list as detailed in report.

Proposed R Rodden Seconded M Thomson

6. Investment & Regeneration

a) Development Quarterly Activity Report

Depute CEO referred to report and updated members on development schemes which have recently been completed are under construction and in the planning stages.

Members noted report.

b) Quarterly Wider Action/Regeneration Report

Depute CEO referred to report updating Members on the range or wider role/regeneration activities the Association is actively involved in at present.

Members noted report.

c) Investment Services Quarterly Report

Depute CEO referred to report providing Committee with an update on day to day repairs service, rechargeable repairs, medical adaptations, gas servicing, factoring services, budget information, planned works, cyclical works for the period July to September 2009.

Members noted report.

7. General

a) Absence Monitoring

Head of Corporate Services referred to report providing statistical information relating to staff absence for the second quarter of the year.

Members noted report.

b) Customer Service Excellence Assessment

Head of Corporate Services referred to report providing Management Committee with details of the recent CSE Assessment visit and feedback received from the Assessor and Members noted he was, once again, very impressed with the work being done by North Glasgow HA in terms of diversity, equality and above all quality.

Committee noted report and gave their approval to progress the action plan as detailed in report.

8. Policies

a) Treasury Management Policy

Finance Director referred to report on Treasury Management Policy last reviewed in October 2007 which has been updated to reflect changes in regulatory and financial bodies.

Committee agreed changes to the revised Treasury Management policy and approved the updated list of Approved Institutions in Appendix 1 of the policy.

Proposed F Miller Seconded R Rodden

b) Budget Setting Policy

Finance Director referred to report on Budget Setting Policy last reviewed in September 2006. Members noted no significant changes to the policy but that it had been updated to reflect changes in regulatory bodies.

Committee approved the revised Budget Setting Policy.

Proposed B Matheson Seconded A Wilson

c) Update of Financial Regulations

Finance Director referred to report on Financial Regulations Policy which forms a separate appendix of the Standing Orders. Members noted updated changes in legislation, regulatory bodies and structure of group.

Committee approved revised financial regulations.
Proposed T Dow Seconded B Matheson

9. Delegates Feedback

a) SFHA

Delegate reported back on recent meeting where Bulk Procurement was discussed.

b) EVH

Delegate had nothing to report.

10. AOCB

a) Housing Tenancy Issues (Private & Confidential)

Senior Depute CEO referred to report and after consideration Members agreed to recommendation.

b) EVH Annual Pay Negotiation

Members noted annual process of negotiations had begun.

c) Office Closure Christmas Holidays

Members confirmed 24 December 2009 – 6 January 2009 inclusive.

Proposed F Miller Seconded M Thomson

d) LHO Sub Committees

Corporate Services Director confirmed the outcome of the LHO Sub Committee Elections confirming the nominees to the management committee where it was noted the status quo remains.

MMcD/AMD/MC/Mins 25 November 2009