



Board Meeting Minutes

Meeting: Board Meeting **Location:** Ron Davey Enterprise Centre, 10 Vulcan St

Date: 27 November 2018 **Time:** 5.30pm

Attendees: J Thorburn, J Berrington JB, C Rossine CR, T Dow TD, M Thomson MT, I Cross IC, B Rossine, BR, G Satti, J MacLeod, A Murphy,

Apologies: R Porter, A Gow,

In Attendance: R Tamburrini (CEO) RT, B Hartness (DF) BH, AM Devlin (D/CEO) AMD, TS, J Devine (DR) JD

Minute Taker: A Whiteford – (SCSO) AW

	Agenda	Action	Date
1.	Apologies		
	As above (A Gow has leave of absence when on Council duties). CEO read out email dated 14 November from R Deumeni who is resigning from the Board due to his other commitments. Chair has written back to thank him for his work on the Board.		
2.	Declaration of Interest and Attendance		
	None.		
3.	Minutes of Board Meeting on 2 October 2018		
	Board AGREED the minutes were an accurate record of the meeting. Proposed J Berrington Seconded C Rossine <u>Matters Arising</u> Item 4(a) – Glasgow Housing Register – Expecting a progress report from GCC soon.		
b.	Minutes of Area Committee on 20 September 2018		
	Noted.		
c.	Minutes of Staffing Sub-Committee on 4 October 2018		
	Noted.		

d.	Minutes of Audit Sub-Committee on 9 October 2018		
	Noted.		
e.	Minutes of ng property meeting on 10 October 2018		
	Noted.		
f.	Minutes of Urgent Decision Meeting on 30 October 2018.		
	Board ratified the decisions taken at the above meeting. Proposed J Berrington Seconded I Cross		
g.	Minutes of Regeneration Sub-Committee on 13 November 2018.		
	Noted.		
4.	Chief Executive's Update		
	CEO reported the recent successful Customer Service Excellence Evaluation on 21 st December 2018. The award will last for 3 years.		
5.	Reports for Approval		
a.	Management Accounts		
	Members noted income and expenditure and balance sheet for the period to 30 September 2018 together with cash flow and accompanying notes. BH explained the variances from the budget and confirmed that overall ng homes is in an acceptable position with a £716k surplus for the period Proposed T Dow Seconded M Thomson		
b.	Rent Increase		
	Board noted report which included the results from the tenant consultation on rents to which 600 tenants had replied. The consultation votes were as follows: <ul style="list-style-type: none"> • 2% increase – supported by 58% of tenants consulted • 2.5% increase – supported by 30% of tenants consulted • 3% increase – supported by 12% of tenants consulted. During discussions, members considered the impact of a lower rent in 2019/20 (and subsequent years) than assumed in the Business Plan 30 year cash flow. Members also discussed the need to keep rents		

	<p>affordable especially given the ongoing impact of austerity on the organisation and its tenants. In particular, they considered the impact of low wage growth and ongoing constraints on benefits levels through the roll out of Universal Credit. The Chair then asked for the Board's decision.</p> <p>One member was in favour of a 2% increase. Proposed J McLeod Seconded A Murphy</p> <p>Another was in favour of a 2.5% increase Proposed T Dow Seconded I Cross</p> <p>A vote took place and a 2% increase was agreed by the majority of the Board. They also noted that additional rental income will be collected as a result of the ongoing rent harmonisation. Although this was difficult to predict, based on previous years this would more than off-set the 0.5% forgone by the limited 2% rent increase proposal. They also asked the CEO to look at the opportunity for making savings without any detriment to service.</p> <p>It was also AGREED that in future reports will contain a copy of the rent consultation paper sent to tenants.</p>		
c.	Housing Services Restructure		
	<p>Board NOTED report regarding proposed increase in number of Housing Officers in Springburn Neighbourhood Team to 7 to mirror the number of Housing Officers in the other 2 neighbourhood teams, the cost of which will be funded by savings made from the deletion of the Sports & Education Partnerships Manager post.</p> <p>Board APPROVED the recruitment of the additional post of Housing Officer in Springburn team.</p> <p>Proposed A Murphy Seconded J Berrington</p>		
6.	Policies for Approval		
a.	Declaration of Interest		
	<p>Board APPROVED the updated Declaration of Interest by Governing Body Members and Employees Policy.</p> <p>Proposed T Dow Seconded G Satti</p>		

b.	Tenants Right to Repair		
	<p>Members APPROVED the Tenants' Right to Repair Policy subject to Section 4 "Prospective Right to Buy Properties" being removed as this section no longer applies.</p> <p>Proposed J Berrington Seconded M Thomson</p>		
c.	Emergency Plan		
	<p>Board APPROVED the Emergency Plan subject to changes to the Section entitled Board which should only contain details of the Chair/Vice Chair and information on Maryhill Health Centre details.</p> <p>Members noted that houses will be held in case decants are required and a mock emergency situation will be carried out to assess the effectiveness of the plan.</p> <p>Proposed A Murphy Seconded G Satti</p>	AMD	asap
7.	Chair's Remarks		
	<p>Chair and other Board members attended various conferences in November and subjects included governance and the SHR new regulatory framework.</p> <p>ng homes won two National Good Practice awards at the recent TPAS Scotland Conference as follows: Winner: Best Practice in Performance Reporting Runner Up: Best Practice in Developing Communities: Opportunity To Be Involved.</p>		
8.	Reports for Discussion		
a.	Governance Update		
	<p>Board noted report providing an update on governance related matters since the last Board meeting.</p> <p>Members noted that a draft agenda and Report Card has been sent out for the Board Review Day on Sunday 2nd December.</p> <p>AMD to check if fire in backcourt constitutes a notifiable event.</p>	AMD	Next Board

b.	Governance Self-Assessment Progress Update		
	Members NOTED report on progress made with the action plan developed as part of the governance self assessment process which is reported to the Board each quarter.		
9.	Reports For Noting		
a.	Procurement Update		
	Board NOTED report giving an update on progress against early action priorities for all Technical Procurements.		
b.	Regeneration Progress Report		
	Board NOTED report providing a high level update on progress across a range of initiatives being taken forward in pursuit of ng homes regeneration objectives.		
c.	Investment – Planned Maintenance		
	Members NOTED report giving an update on progress with current planned maintenance projects.		
d.	Complaints and Compliments		
	Board NOTED report providing information on complaints and compliments received/responded to in Quarter 2. Member requested information on the learning outcomes for upheld complaints be included in future reports.	AMD	Future Reports
e.	KPIs		
	Members NOTED overall good performance across the Key Performance Indicators. However, the D/CEO drew members' attention to one property where the gas safety check was carried out 14 days after the anniversary date. Members recognised this was a serious health and safety issue and sought an absolute assurance from the CEO that the revised procedures now in place will ensure this does not happen again. This will be reported to the SHR as part of the ARC return for 2018/19.		
f.	Development Report		
	Members NOTED report providing an update on progress with current development projects.		

10.	Membership Applications		
	Board APPROVED the 7 membership applications detailed in the report. Proposed C Rossine Seconded I Cross		
11.	Delegates Feedback		
	CR advised the Board EVH meeting is taking place on Monday 3 rd December and EVH is hoping to start negotiations with Trade Unions on salary increase.		
12.	AOCB		
a.	Payment and Benefits Cases 110-114		
	Board APPROVED P&B cases 110-114. Proposed M Thomson Seconded G Satti		