



# Agenda Item 3.1

## Minutes

**Reidvale Housing Association Management Committee** meeting held on 26.10.22 at 5.30 pm in the offices of Reidvale Housing Association, 13 Whitevale Street

<b>Attendance:</b>	Eddie Marley	Chair	Chairperson
	Helen Moore	HM	Vice Chair
	Paul McCrudden		Committee Member
	Ellen McVey		Committee Member
	Victoria Willan		Committee Member
	Catherine Lowe		Co-optee
	Rona Anderson (part meeting)		Co-optee
<b>Staff/Adviser(s)</b>	Jill Cronin	JC	Interim Director
<b>Attendance:</b>	Jacqui Anderson	JA	Housing Manager
	Terry McKenna	TMcK	Maintenance Manager

NO.	ITEM	ACTION
	<b>WELCOME AND ORDER OF BUSINESS</b>	
	The Chair welcomed everyone to the meeting.	
<b>1.</b>	<b>APOLOGIES</b>	
	Apologies were received from Mrs Marley, Mr Firth and Ms Brodie.	
<b>2.</b>	<b>DECLARATIONS OF INTEREST</b>	
	There were no new declarations of interest to note.	
<b>3.</b>	<b>MINUTES</b>	
<b>3.1</b>	<b>Minutes of the Management Committee meeting 28.09.22</b>	
	The Management Committee noted the Minutes of the meeting of 28.09.22.	
	The Minute of 28.09.22 was approved on a proposal by VW and seconded by PMcC.	
<b>3.2</b>	<b>Confidential Minutes from the meeting of 28.09.22</b>	
	See Confidential Minute sent separately.	

<b>3.3</b>	<b>Draft Minutes of the Finance Audit and Risk Sub-Committee meeting 18.10.22</b>	
	<p>The Management Committee <b>noted</b> the draft minutes of the FA&amp;R Sub-Cee meeting held on 18.10.22.</p> <p>CL asked if the Major Repairs Budget included the stonework. JC confirmed that it did. CL advised that she felt that as this was cut and shown to the actual contract value on the draft budget presented to the FA&amp;R Sub-Cee that there should be a contingency amount included. JC agreed and will speak to GB.</p> <p>CL advised that there is no budget line for the removal of the water tanks and asked where it was being funded from. TMcK advised that as the amounts were very low that it was taken from the Day to Day Budget.</p>	JC/GB
<b>4.</b>	<b>COMMITTEE MEETING MATTERS ARISING SCHEDULE</b>	
	<p>The Management Committee noted the Committee Meeting Matters Arising Schedule.</p> <p>CL advised in the matters arising schedule it was noted from the minute of 31.08.22 – Agenda Item 3.1 – Component Accounting, that bathrooms (30 years) and Central Heating (30 years) distribution was noted and CL felt that this was too long and that 15-20 years was more the norm and asked what was in the stock condition survey. TMcK advised that it was 30 years.</p>	
<b>5.</b>	<b>INTERIM DIRECTOR'S REPORT (CONFIDENTIAL)</b>	
	See Confidential Minute sent separately.	
<b>6.</b>	<b>GOVERNANCE</b>	
<b>6.1</b>	<b>FOI Report</b>	
	<p>JA presented the report. JA advised that the FOI submission was due to be submitted by 04.11.22.</p> <p>10. Recommendations</p> <p>10.1 The Management Committee</p> <p>10.1.1 <b>noted</b> the contents of the report.</p>	
<b>6.2</b>	<b>Draft Annual Assurance Statement Report and Draft Annual Assurance Statement Appendix</b>	
	JC presented the report and appendix.	

	<p>RA asked if any assessment on the potential impact on the 0% rent cap had been carried out. JC advised that GB is looking at 2/3 different options ie. looking at 0%; 0% and using some cash in the bank or being allowed to do a small increase. JC advised that it is known what is required through the investment programme and stonework and catching up on work from the pandemic and acknowledged that not being able to implement a rent increase would have a significant impact. JC advised that RHA was in a position where some improvements could be funded through a using a small amount of reserves. CL advised this was not enough to fund the whole of the investment programme required and contingencies would be required to be kept. CL and RA felt that reference should be made to this in the Annual Assurance Statement. RA advised that the SHR is still requiring RSLs to go out to consultation on rent and therefore a decision will have to be made on what RHA is proposing as a rent increase. JC proposed that the rent consultation be sent out in January 2023 and it is hoped that RSL's will know by 14<sup>th</sup> January 2023 if the Scottish Government is announcing whether they intent to continue with the rent freeze. CL advised that she felt that under Regulatory Standard 3 a comment should be made that the RSL is concerned that the Scottish Government is imposing restrictions on potential future rent increases and this will have an impact on service and investment delivery.</p> <p>10. Recommendations</p> <p>10.1. The Management Committee</p> <p>10.1.1 <b>noted</b> the contents of the report and <b>agreed</b> that when the agreed change had been made the Annual Assurance Statement should be submitted to the Scottish Housing Regulator by 31.10.22.</p>	<p>JC</p> <p>JC</p> <p>JC</p>
<p><b>6.3</b></p>	<p><b>Shareholders Report</b></p>	
	<p>AD presented the report.</p> <p>10. Recommendations</p> <p>10.1 The Management Committee</p> <p>10.1.1 <b>noted</b> the contents of the report.</p> <p>10.1.2 <b>considered</b> and <b>approved</b> the 3 new shareholder applications at para 4.1.1.</p> <p>10.1.3 <b>approved</b> the removal of shareholders identified at para 4.2.1 for the period 11.08.22 to 14.10.22.</p>	





	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>(REDACTED - CONFIDENTIAL)</p>	
<b>11.</b>	<b>QUARTERLY REPORTS</b>	
<b>11.1</b>	<b>Q1 Analysis of Complaints</b>	
	<p>JA presented the report.</p> <p>10. Recommendations</p> <p>10.1 The Management Committee</p> <p>10.1.1 <b>noted</b> the contents of the report.</p>	
<b>12.</b>	<b>ANY OTHER BUSINESS</b>	
<b>12.1</b>	<b>Additional Management Committee Meeting</b>	
	<p>JA advised that an additional meeting was required to consider the advert for the expressions of interest for the transfer of engagement. After discussion it was agreed that the meeting would be held on Wednesday 2<sup>nd</sup> November at 5.30 pm.</p>	
	<p><b>Date of Next Meeting(s)</b></p> <p><b>FA&amp;R 08.11.22</b></p> <p><b>Additional Mge Cee 02.11.22</b></p> <p><b>Mge Cee 30.11.22</b></p>	