

**RUTHERGLEN & CAMBUSLANG HOUSING ASSOCIATION**

**Minutes of Management Committee Meeting  
held on  
Tuesday 23<sup>rd</sup> May 2023  
at 5.45pm in the Association's Office**

**Present:**

Edward Harkins – Chair  
Robert McLeary  
Maryellen McKeown  
Karen McCartney  
Natalie Kirk

**In Attendance:**

Jim Kerr  
Lorna Shaw – (for agenda item 7)

**AGENDA ITEM 1.0 – APOLOGIES**

Apologies noted: Frances Cunningham, Gary Gow, Karen Kirk, Elaine Lister

**AGENDA ITEM 2.0 – DECLARATIONS OF INTEREST**

There were no declarations of interest.

**AGENDA ITEM 3.0 – MINUTES OF EXTRA ORDINARY MEETING: 14<sup>TH</sup> MARCH 2023**

The minutes of the extra ordinary meeting held on 14<sup>th</sup> March 2023 were noted as a true record.

Proposed: Karen McCartney  
Seconded: Natalie Kirk

**AGENDA ITEM 4.0 – MINUTES OF IN CAMERA DISCUSSION**

The minutes of the In Camera Discussion on 28<sup>th</sup> March 2023 were noted as a true record.

Proposed: Robert McLeary  
Seconded: Natalie Kirk

**AGENDA ITEM 5.0 - MINUTES OF PREVIOUS MEETING: 18<sup>TH</sup> APRIL 2023**

The minutes of the previous meeting held on the 18<sup>th</sup> April 2023 were discussed and the following amendments were noted.

Jim Kerr was not in attendance.

Agenda Item 10 AOCB – Staffing Sub-committee Meeting – 7<sup>th</sup> paragraph should be amended to read “He noted that there was a possibility of or perceptions of a conflict of interest” and “He had been advised that the staff member was on a temporary job share contract”.

## **AGENDA 5.1 – MATTERS ARISING** (previous agenda item 3.1.1)

### **5.1.1 Development at New Road**

Committee noted that the financial assessment by Robert McGinlay FMD concluded that the project is not financially viable and raised concerns regarding when the financial information was available and the potential for unnecessary expenditure that the Association will have incurred up to this point and will need to investigate the background information leading to this conclusion. Committee also requested confirmation on how New Build/Development projects will be handled in general going forward due to the potential missed opportunity of involvement in any development prospect for the Bingo Hall in Rutherglen Main Street.

### **5.2.2 Committee and Staff Senior Planning Day** (previous agenda item 3.1.2)

The question was raised as to whether it would be worth having the presentation next month given the time that has elapsed since the Planning Day in February 2023 and committee conveyed their disappointment and concern that it will be June before the outcomes of the Planning Day will be discussed.

### **5.3.3 Appraisal of Director** (previous agenda item 3.1.5)

The Appraisal of the Director is ongoing, and the individual stress assessment has still to be received from the Director. Edward updated committee as per the notices to the staffing sub-committee.

## **AGENDA ITEM 6.0 – DRAFT MINUTES OF PREVIOUS SUB-COMMITTEE MEETINGS**

### **6.1 Minutes of Finance, Audit & Risk Sub-Committee: 14<sup>th</sup> February 2023**

Members noted the draft minutes and that these would be presented for approval at the next Finance, Audit & Risk Sub-Committee.

### **6.2 Housing Management Sub-Committee: 25<sup>th</sup> April 2023**

Members noted the draft minutes and that these would be presented for approval at the next Housing Management Sub-Committee.

### **6.3 Staffing Sub-Committee: 12<sup>th</sup> April 2023 & 10<sup>th</sup> May 2023**

It was noted that there appeared to be some conflation and confusion between the two sets of minutes and further clarification is required.

## **AGENDA ITEM 7 – TENANT SATISFACTION SURVEY**

Lorna Shaw from Research Resource presented the results of the Association's Tenant Satisfaction Survey for 2022/23. Committee noted all the key findings of the survey and in particular the slight decrease in the satisfaction levels of the Quality of the Home and Repairs Service. Lorna advised that compared to pre -Covid there has been an overall decrease in these areas possibly due to tenants having spent more time in their home and some repairs being unable to be carried out due to restrictions.

Satisfaction in Value for Money has also decreased and Lorna advised that it is a challenging time for satisfaction levels as tenants are feeling financially squeezed due to cost of living pressures. Committee noted and further queried some of the year-to-year variances in satisfaction levels. Members felt assured that these reflected the external factors and not the Association's performance on these scores. Committee thanked Lorna for her presentation and Lorna left the meeting.

## **AGENDA ITEM 8 – ANNUAL RETURN ON THE CHARTER (ARC) & FIVE YEAR FINANCIAL PROJECTIONS (FYFP)**

The Annual Return of the Charter was presented to the committee and attention was drawn to the Scottish Housing Quality Standard section of the return. The number of stock failing the SHQS was discussed, and committee's attention drawn to the action plan on page 23 of the return. Committee sought assurances of no significant or systemic ongoing failures and received assurances on this.

Committee approved the Annual Return of the Charter for submission to the SHR.

The Five Year Financial Projections that were presented at the recent Finance, Audit & Risk Sub-Committee meeting on the 16<sup>th</sup> May 2023 were also discussed. Committee noted that these financial projections did not include the costs/projections of the New Build due to the project not being financially viable.

Committee approved the Five Year Financial Projections for submission to the SHR.

## **AGENDA ITEM 9.0 – COMMITTEE DISCUSSION**

It was agreed that the committee discussion would be postponed due to time constraints.

## **AGENDA ITEM 10.0 – ENGAGEMENT & COMMUNITY DEVELOPMENT**

Jim gave an update on Engagement & Community Development and reported that the Association has contacted the Housing Associations Charitable Trust's Energy Hardship Fund to access Fuel Vouchers on behalf of our tenants. The Energy Hardship Fund was set up to support social housing residents who are experiencing

hardship through the impacts of higher energy costs and energy/fuel poverty. Association staff are in the process of identifying tenants who would benefit from this type of support and there is also an article in our latest newsletter encouraging tenants to contact the Association. Committee members advised that they enjoyed reading the latest newsletter.

**AGENDA ITEM 11.0 - CORRESPONDENCE**

**11.1 GWSF Regeneration Conference – Friday 23<sup>rd</sup> June 2023**

**11.2 EVH Monthly Bulletin**

**11.3 GWSF Monthly Bulletin**

**11.4 SHARE's Governing Body Retreat – 5<sup>th</sup> & 6<sup>th</sup> September 2023 at Seamill Hydro.**

**AGENDA ITEM 12.0 – ANY OTHER BUSINESS**

There was no other competent business.

**AGENDA ITEM 13.0 – DATE OF NEXT MEETING**

The next meeting will be held on Tuesday 20<sup>th</sup> June 2023.

**As there were no other items of business the meeting closed at 7.40pm.**

<b>Signed by Chairperson</b>	
<b>Name</b>	<b>Edward Harkins</b>
<b>Date</b>	20 <sup>th</sup> June 2023