

**MINUTE OF THE THREE HUNDRED AND FIFTY-THIRD
MANAGEMENT COMMITTEE MEETING OF
LANARKSHIRE HOUSING ASSOCIATION LIMITED
HELD IN THE ASSOCIATION'S OFFICE AT
191 BRANDON STREET, MOTHERWELL ON
TUESDAY 23 FEBRUARY 2010 AT 6.30PM**

Present: Catriona Blyth (Chairperson)
Charles Millar
Thomas Cartwright
Fiona Tonner
Gordon Heng
John Glenny
William Jeffrey
John McNally
Jessie Mitchell
Alex Paton

Attending: Jim Stevenson (Chief Executive)
Simon McManus (Corporate Services Director)
Teresa Ward (Housing Services Director)
Ann Marie Collins (Business Manager)

1. APOLOGIES

An apology was intimated on behalf of Shirley Killeen.

2. DECLARATION OF INTERESTS

None recorded.

3. MINUTES

a) The Minute of the Three Hundred and Fifty-Second Management Committee Meeting held on 26 January 2010 was moved as a true record by Charles Millar and seconded by William Jeffrey.

b) The Minute of the Housing Services Sub Committee Meeting held on 02 February 2010 was moved as a true record by Gordon Heng and seconded by John McNally.

Business Arising

No issues were raised and all agreed actions and recommendations were adopted.

- c) The Minute of the Development & Technical Sub Committee Meeting held on 09 February 2010 was moved as a true record by John Glenny and seconded by Fiona Tonner.

Business Arising

No issues were raised and all agreed actions and recommendations were adopted.

4. CASH FLOW BUDGET STATEMENT – JANUARY 2010

Committee noted the Cash flow Budget Statement issued with the agenda papers and the Corporate Services Director highlighted that the overall cash position of the business for the current financial year had seen a decrease in cash amounting to £1,296,030, an overspend of £298,950. However, it was expected that this position would reverse by the end of the year with an anticipated decrease in cash of £77,440 being £54,030 more than the budgeted decrease.

He further reported that on the capital side; draw down of the loan for Liberty Road Project would take place in the next few days, making up the shortfall of £1,272, 640 in the capital cash flow.

Committee were also advised that on the revenue side, total cash received amounted to £2,387,230, £34,840 less than budget expectations for this period and at present a number of shared ownerships sales had taken place and this cash surplus was at present offsetting the deficit in rental income. It was also reported that interest being received on the cash on deposit was very low and causing a shortfall in investment income.

5. FINAL RENT & BUDGET REVIEW 2010/11

The Corporate Services Director referred Committee to the Final Rent & Budget Review 2010/11 issued with the agenda papers and proceeded to go over the details of the report.

Committee then considered the recommendation contained therein and agreed that a general rent increase of 2.0% be applied to the Association's tenants and sharing owners in April 2010. As December had a published RPI rate of 2.4%, which is greater than the general rent increase proposed, it was recommended to restrict the rent increase at North Orchard Street to 2.0%, and not implement a RPI plus 1% rent increase as the stock transfer contract allows.

Committee also approved the budget on which rent increases were calculated as outlined in Appendix 1 of the report.

6. POLICY REVIEW REPORT

Committee noted and approved the Policy Review Schedule and Reports presented.

BM

7. INTERNAL MANAGEMENT PLAN

No business arising.

8. CORPORATE PERFORMANCE:

a) Corporate Benchmarking

Committee noted the report and charts issued with the agenda papers and the Chief Executive reported that average relet times showed another slight improvement, but still exceeded the target by 4 days, with Forgewood exceeding target by 11 days. Total Void losses had improved and at 0.74%, now fall just within the target of 0.8% of rents receivable.

He also reported that at 3.53% Tenancy Arrears (excluding housing benefit) exceeded the 3.0% target and although similar to last months figure, the slippage since October was a concern and would remain closely monitored by the Housing Services Director for a potentially adverse trend.

Committee were also advised that response times in each category of repairs remained fairly consistent, but fall just short of target times by 2-5%. Contractors' performance would be kept under review, particularly in respect of routine/reactive repairs.

Committee also noted that capital expenditure exceeded expectations mainly due to the good progress at the Liberty Road Project.

b) Void Summary Report

The Void Summary Report issued with the agenda papers was acknowledged by Committee.

9. MEMBERSHIP & COMMITTEE ISSUES

Under this agenda item, Catriona Blyth asked that an informal committee discussion be held on a separate evening and it was agreed that this would take place on Tuesday 25 May 2010 at 6.00pm.

10. CORRESPONDENCE

NHBC Claim – Forum Place, Motherwell

The Chief Executive referred Committee to the correspondence distributed at the meeting, which detailed information that was requested by Rhona Archibald from the Scottish Government regarding the NHBC claims at the above development. The Chief Executive further advised that the information provided outlined the Association's position and the main importance of keeping the Association's Insurance Company properly advised. Thereafter, a discussion took place on this matter and Committee noted the action that was required by the Association at this juncture.

11. HEALTH AND SAFETY

a) Report

The health & safety report issued with the agenda papers was noted by Committee.

b) Task Log

Committee noted the above document issued with the agenda papers detailing the current monitoring status of the main health & safety responsibilities.

12. COMMITTEE MEMBERS COURSE/CONFERENCES : HOUSING ESSENTIALS

Committee noted the above training course issued with the agenda papers.

13. ANY OTHER COMPETENT BUSINESS

Housing Services Sub Committee - Next Meeting

The Housing Services Director reported that the date of the next Housing Services Sub Committee would possibly be changing to 13 April 2010 and that she would liaise with the Convener of the Sub Committee regarding this issue. In the meantime, it was provisionally agreed that the meeting would be held on 13 April 2010.

HSD

14. DATES OF NEXT MEETINGS

Committee noted the dates and times of the undernoted meetings:-

Housing Services Sub Committee	13.04.10	-	6.30pm
Development & Technical Sub Committee	20.04.10	-	6.30pm
Management Committee	27.04.10	-	6.30pm

15. VOTE OF THANKS

The meeting closed at 6.50pm with a vote of thanks to the chair.

Signature: _____ Date: _____