



MINUTES OF MANAGEMENT COMMITTEE MEETING – 20 FEBRUARY 2018

IN ATTENDANCE

Committee Members: Margaret McCallion, Chair
 Martin Walker, Vice Chair
 Penny Coburn
 Veronica Hamilton
 Elizabeth Buckley
 Lilian Peters

Staff: Barry Johnstone, Area Director
 Lesley Janes, Management Accountant
 Kevin Nixon, Area Housing Manager
 Alec Drain, Area Maintenance Manager
 Carol-Ann Burns, Executive Officer (minutes)

APOLOGIES Keith Underhill
 John Bell
 Patricia Morris
 Ron Hunter, Finance Director

Leave of Absence Graham Kemsley

BUSINESS ITEM	ISSUE	DISCUSSIONS AND DECISIONS
Apologies		Keith Underhill, John Bell, Patricia Morris and Ron Hunter provided their apologies.
Declaration of interests		Elizabeth Buckley declared her position at Waterside View.

BUSINESS ITEM	ISSUE	DISCUSSIONS AND DECISIONS
Matters arising		Chair advised Peter Rowan resigned from today. The Association wish Peter well and thanked him for his contribution to the Management Committee.
Management Accounts to 31 December 2017		The Management Accountant discussed the Association's financial activity for the period ended 31 December 2017 and provided financial statements detailing actual income and expenditure incurred. The Management Committee NOTED the contents of the report and minor amendment to be made to the Actual vs Budget figures and REQUESTED an amendment to the presentation of the quarterly accounts information.
Rent Increase Proposals and Consultation		The Area Housing Manager presented the report to request the Management Committee to approve the rent and service charge review proposals for 2018/19 which recommends that there will be a 3% rent and service charge increase for the rental period 2018/19 and that will take effect from 1 st April 2018. The Management Committee APPROVED the 3% rent and service charge increase for the rental period 2018/19 and that will take effect from 1 st April 2018.
Budget 5 year period, 2018-2023		The Management Accountant detailed the five year budget covering the period 1 st April 2018 to 31 st March 2023. The Committee of Management APPROVED the budget.
Minutes of Committee of Management Meeting 23 January 2018		Item 08/18 - The Area Director advised the stage 3 budget information was clarified early in the meeting. The minutes were proposed as a correct record by Martin Walker and seconded by Veronica Bell.
Business Plan, 2018-2023		The Area Director highlighted to the Management Committee how the Association in recent years has undergone a process of transformational change, significantly improving performance, results and services provided to tenants and customers. The Management Committee APPROVED the Association's Business Plan, 2018-2023.

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Business Plan Update, 2017-18		<p>The Area Housing Manager presented the Key Performance Indicators (KPI's) for the third quarter of the year, covering the period 1st October 2017 – 31st December 2017.</p> <p>The Management Committee NOTED the contents to the report.</p>
Group Audit Committee Minutes, 6 December 2017		<p>The Area Director presented the Group Audit Committee minutes for the Management Committee for information.</p> <p>The Management Committee NOTED the minutes.</p>
ACOB		<p>The Chair advised the Management Committee of the attendance of herself and Vice Chair at the SFHA Chairs Conference and discussed the benefits of their attendance. The Area Director discussed Cordale's commitment to training and all Management Committee can access conference and training.</p>
Date of Next Meeting		24 April 2018