



MINUTES OF MANAGEMENT COMMITTEE MEETING – 21 MAY 2019

IN ATTENDANCE

Committee Members:

Margaret McCallion, Chair
Martin Walker, Vice Chair
Aileen Overend
Patricia Morris
Gary Wilson
Veronica Hamilton

Staff:

Barry Johnstone, Director of People
Kevin Nixon, Regional Manager
Alec Drain, Area Maintenance Manager
Carol-Ann Burns, Executive Officer (minutes)

Apologies:

Lilian Peters
Graham Logan
Sarah Erskine
Leanne Keegan

Absent:

None

BUSINESS ITEM	ISSUE	DISCUSSIONS AND DECISIONS
Apologies		Lilian Peters, Graham Logan, Sarah Erskine and Leanne Keegan submitted their apologies.
Minutes of the Committee of Management Meeting held on 23 April 2019		The minutes were proposed as a correct record by Gary Wilson and seconded by Martin Walker.
Matters Arising		None.
2018-2019 Business Performance Quarter 4 Update		<p>The Regional Manager presented the quarterly update on Business Performance as measured against identified organisational Key Performance Indicators (KPI's) for 2018/19. Results are presented for the fourth quarter of the year, covering the period 1st January 2019 – 31st March 2019.</p> <p>The Management Committee discussed indicators 10, 12 & 13 on contractor performance and the impact that had to the KPI figures. Members of the Management Committee shared positive feedback regarding the interim contactor's performance and endorsed the speed of response and quality of work.</p> <p>The Management Committee discussed the impact of Universal Credit (UC) and the financial impact to tenants and subsequently the Association. The Regional Manager advised Housing Officers are working with tenants to assist with payment advice and provide rent management support, while working with key stakeholders to help tenants pay their rent</p> <p>Management Committee DISCUSSED and NOTED the contents of the report</p>
2018-2019 Business Plan Quarter 4 Update		<p>The Director of People provided the Management Committee with an overview of progress in relation to the implementation of objectives contained within Quarter 4 of the Business Plan 2018/19.</p> <p>The Director of People confirmed the completion of the new office, review of the reactive maintenance contract and completion of the Customer Service Excellence accreditation.</p> <p>The Management Committee DISCUSSED the contents of the report and NOTED the deferred activities.</p>
Annual Return on the Charter 2018-2019 and EESSH 2018-2019		The Director of People requested the approval for the Annual Return on the Charter (ARC) and the Energy Efficiency Standard for Social Housing (EESSH) return for the 2018/19 reporting year.

BUSINESS ITEM	ISSUE	DISCUSSIONS AND DECISIONS
		The Management Committee APPROVED the ARC and EESH Return and REMITED the Director of People to submit both on behalf of the Association.
Extension of Freedom of Information (Scotland) Act 2022 to RSL's		<p>The Director of People provided an update on arrangements being made to ensure the Group is positioned to comply with new statutory duties.</p> <p>The Management APPROVED the adoption of the MPS without amendment. Further information about, and a copy of, the MPS has been provided under Useful Reference Material in the Documents section on Minute Pad and is also available on the Scottish Information Commissioner website.</p> <p>The Management Committee NOTED the remainder of this report.</p>
Caledonia Group Business Plan 2018-2023 – Implementation Plan update		<p>The Director of People provided the Management Committee with an overview of progress in relation to the strategic priority actions identified within the 2018-23 Group Business Plan.</p> <p>The Management DISCUSSED and NOTED the contents of this report.</p>
Date of Next Meeting		13 August 2019