

MOLENDINAR PARK HOUSING ASSOCIATION LTD

Minute of the Meeting of the Management Committee held remotely on Tuesday 27TH September 2022 at 6.30pm.

Present:

Mr F Sheeran (Chairperson)
Ms C McKinlay (Vice Chairperson)
Mr C Boyle (Committee Member)
Mr B Johnston (Committee Member)
Mr M Johnston (Committee Member)
Ms C Meighan (Committee Member)
Mr S Moore (Committee Member)
Mrs M O'Donnell (Committee Member)
Mr C Peacock (Committee Member)
Mr N Thumath (Committee Member)
Mr A Scott (Committee Member)
Ms A Wood (Committee Member)

Ms M Gunn (Observer)

In Attendance:

Julie Smillie (Director)
 Scott Rae (Asset Manager)
 Jayne Lundie (CSO)
 John Mallon (SHO)
 Representative (FMD)

		Action
1.	<p>Welcome, Apologies and Declaration of Interest</p> <p>The Director welcomed Committee and Staff to the meeting, in particular Mr S Moore who was elected onto the committee at the AGM on 13th September 2022.</p> <p>She also welcomed Ms M Gunn to the meeting as an observer with a view to being co-opted onto the Management Committee at the meeting on the 18th October 2022.</p> <p>There were no apologies.</p>	
2.	<p>Adoption of Minute of 16th August 2022</p> <p>The minute of the meeting held on the 16th August was proposed as a true record by Mr F Sheeran and seconded by Mrs M O'Donnell.</p>	
3.	<p>Matters Arising from the Minute of 16th August 2022</p> <p>a) Sale of Land to Theunue</p> <p>The Asset Manager advised committee that the Association's solicitors are in the process of carrying out a transaction for the sale of a piece of land to Theunue for the nominal sum of £1.</p> <p>In return the Association will receive some nominations for the new development.</p> <p>Committee will be kept updated on the progress of the sale.</p>	

7.2	<p>Election of Vice Chairperson The Chairperson advised committee that there had been two nominations for the position of Vice Chair, therefore a ballot had been held.</p> <p>The Chairperson advised that Ms C McKinlay had been the successful nominee and would take up the position of Vice Chairperson.</p>	
8.	<p>Landlord's Report The Director presented the report.</p> <p>Committee were advised that the Association is performing well against Scottish and National Averages.</p> <p>A leaflet has been prepared to send out to all tenants and the Landlord Report has been loaded onto the Website.</p> <p>The question was asked as to why the Right First Time Repairs were below average when all other areas are performing well.</p> <p>The Asset Manager advised that the Association has a same day repair policy which can put the Association at a disadvantage when reporting on right first time repairs as it is sometimes the case that the repair cannot be completed in the timescale offered due to various factors, ie pest control or parts and labour. However he is considering adding a new category – routine repairs – which should alleviate this problem.</p> <p>This will be discussed at the Services Sub Committee in November and a report will be brought back to the Management Committee for consideration.</p>	
Services Sub Committee to discuss adding a new category at the November meeting and bring report to future Management Committee meeting		
Finance		
9.	<p>Treasury Management Report The representative from FMD presented the report which was an update to the June 2022 Finance Loans update.</p> <p>He advised that the UK BASE interest rate has been increasing and that as the majority of the Association's loans are variable they generally increase as the BASE rate moves up.</p> <p>He advised as the Association's current strategy is to keep loan costs to reasonable levels and that since rates have jumped over the last six months contact has recently been made with NBS for fixed quotes. A summary of the quotes were discussed.</p> <p>However, since the Bank of England had again raised the base rate last week and the Government had announced a mini budget resulting in the pound falling, Nationwide had contacted him with a revised quote of 4.2% as opposed to 3.6%. The Management Committee were asked accept his recommendation to fix NBS loan for a ten year period which would give the Association some safeguard in the</p>	

	<p>eventuality of interest rates rising in future. He explained that there would be a penalty to pay if there was a breakage in the fix, however it would decrease incrementally as the years go on.</p> <p>After discussion the Chairperson proposed that the Association delegate authority to staff to negotiate a fixed rate for a period of ten years. The proposal was seconded by Mr S Moore.</p>	
	<p>Committee considered and approved the recommendation by FMD to negotiate a fixed rate for a period of ten years with Nationwide Building Society.</p>	
	<p>General</p>	
10.	<p>Director's Report Noted.</p>	
4.1.	<p>Decision between meetings The Director had consulted with the Office Bearers in relation to closing the office on 19th September 2022 as a mark of respect to the late Queen.</p>	
4.2	<p>Rent Freeze The Director advised that the announcement by the Scottish Government to impose a Rent Freeze and stopping evictions in response to the cost of living crisis until 31st March 2023 would not greatly affect MPH at this point in time as our rents have been set until 31st March 2023. However if this proposal was extended beyond 31st March 2023 this will have a profound impact on not MPHA but on the Social Rented Sector as a whole.</p> <p>SFHA and GWSF are responding to this and are in direct contact with Scottish Government. Any updates from either body will be sent to Committee as and when provided.</p> <p>A discussion took place on how the Association should manage this. Freezing rents will result in savings having to be made elsewhere, ie services could suffer or staffing could be cut. One proposal was to prepare two budgets, one to reflect the removal of the rent freeze and the other to reflect the continuation of the rent freeze.</p> <p>In the Association's favour is the fact that our rents are low in comparison to other landlords and it may be that a monetary increase would be better than a percentage increase and it would be beneficial to lobby for this option.</p> <p>It was agreed that two budgets should be prepared but to look at all options and come back to committee with any further proposals.</p>	
4.3	<p>SHR Updates Various updates for information.</p>	
4.4	<p>Staffing The Director announced that a permanent Part Time Corporate Services Officer has been recruited and will commence employment on 10th October 2022. The</p>	

	<p>successful candidate comes with a great deal of experience and it is envisaged she will be an asset to the Association.</p> <p>The current temporary Corporate Services Officer will remain in post during a handover period. It is proposed that she will leave at the end of October.</p> <p>The Maintenance Assistant position has been filled by a current temporary member of Staff.</p> <p>The Director commented that staffing is on track with all positions filled.</p> <p>4.5 Committee Training</p> <p>The training session with Mentor was cancelled due to the trainer being ill. It was proposed that the Director liaise with Mentor to identify suitable dates for the training.</p> <p>Once the Director has firm dates Committee will be notified.</p> <p>The Director advised that the Governance Consultant will be delivering training for new committee members but will also offer refresher training to long term committee members and this should take place sometime in November.</p> <p>The importance of committee training was stressed and all committee members were asked to participate where possible.</p>	
<p>11.</p> <p>11.1</p> <p>11.2</p>	<p>AOCB</p> <p>Services Sub Committee</p> <p>The Chairperson advised that as he is the Chairperson of the Management Committee it is no longer in his remit to chair the Services Sub Committee. A Chair for the Services Sub Committee will be elected at the next Services Sub Committee meeting.</p> <p>The Chairperson stated his intention to remain on the Services Sub Committee.</p> <p>Information Law Solutions</p> <p>The appointment of Information Law Solutions as DPO comes to an end in October 2022.</p> <p>The Director has been contacted by the Data Protection Officer from Information Law Solutions to advise that if the contract is renewed prices will be held at the current level. Committee was advised that the prices have actually not increased since 2018.</p> <p>The service provided by Information Law Solutions is extremely beneficial especially with a GDPR request received recently and the Director recommended that the service be renewed.</p> <p>Committee agreed to the recommendation.</p>	

11.3	<p>MY BNK – The Money House Glasgow</p> <p>The Chairperson advised he would like to propose an Agenda Item to be brought to the Committee meeting to be held on 18th October 2022 .</p> <p>The purpose of the facility is to rehouse young asylum seekers along the same lines as the Afghan Resettlement Scheme and laterally the Ukrainian Resettlement Scheme which the Association participated in.</p> <p>The aim of the project is to rehouse young people and help them achieve tenancy sustainment.</p> <p>The Chairperson hoped that this work can be rolled out to all Housing Associations in an effort to support young people sustain tenancies.</p> <p>The Director suggested that this is something the Association’s representative at GWSF Forum can raise at the next meeting.</p>	
	<p>Staff were asked to leave the meeting.</p>	
11.4	<p>Extension of Responsibility Payment</p> <p>XX</p> <p>Staff rejoined the meeting.</p> <p>Presentation for former Chairperson.</p> <p>The Director presented the Former Chairperson with a small gift as a token of appreciation for all the hard work and commitment he has shown over the past five years. The last two years were particularly challenging due to the pandemic and her extended leave.</p> <p>She went on to thank him on a personal level for the support he has shown her during a difficult time.</p> <p>The Chairperson also took the opportunity to thank the Former Chairperson for steering the Association through Covid and the Director being on extended leave. He stated it had been a privilege to help out in his capacity of Vice Chairperson. The Former Chairperson thanked Committee and staff for their kind words. He advised that it has been a privilege and an honour to have been Chairperson for the second time and stated his intention to remain on the Committee and help to take the Association to an even stronger position.</p>	
11.5		
	<p>a) Committee agreed to reappoint Information Law Solutions for a further 12 month period.</p> <p>b) Mybank Asylum Seekers Proposal to be brought as an Agenda Item to the meeting on 18th October 2022.</p> <p>c) Committee agreed to extend the responsibility payment to the Asset Manager for a further six months.</p>	
	<p>Date and Time of Next Meeting – Tuesday 18th October 2022 at 6.30pm</p> <p>The next meeting of the Management Committee will be held both in person and via Teams on Tuesday 18th October 2022.</p>	

	Committee members can choose whichever medium is convenient for them.	
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Signed

Date