

CLYDESDALE HOUSING ASSOCIATION LIMITED

Minute of the Management Committee meeting held in the Association's office at 39 North Vennel, Lanark and via Video Conferencing on Wednesday the 9 November 2022 at 18:00.

Present:

Maggie Botham, Chairperson
Agne Zasinaita, Secretary (attended digitally)
John Malone, Treasurer - (attended digitally) - until item 6.
Pauline Sandford
Susanne Crayton
Brian McInally
Ken Greenshields
Lesley McDonald
Ruth McElhinney
Gillian Anderson - from item 3

In Attendance: The Chief Executive (CEO)
 The Depute Chief Executive (DCE) Minutes
 The Technical Service Manager (TSM)
 Housing Manager (HM)

1. Apologies

Apologies were received from Jacqueline McCutcheon, Hazel Galbraith, Ross Gowland and Eileen Wilson.

2. Previous Meeting Minutes & Matters Arising

The minute of the Committee meeting held on the 26 October 2022 was checked for accuracy.

It was noted that Pauline Sandford is no longer Vice Chair Mentor and John Malone should have had Treasurer after his name.

The minute was thereafter approved as a true record and there were no matters arising.

3. Conflicts of Interest

A conflict of interest was noted for Item 9 (2023 2034 Proposed Pay Deal) by staff with the exception of the DCE.

4. Notifiable Events

The Chairperson asked the CEO to present the report. The CEO advised Committee there were no updates to report.

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| <p>i) Committee considered the report and agreed that the actions of the Association to be satisfactory in relation to Notifiable Events.</p> |
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5. Actions from Previous Meetings

The Chairperson asked the CEO to present the report to Committee. The CEO advised they had no updates to add.

It was noted the stock tour was a great success. Committee were delighted with how good the condition of the stock is. It was noted that the HM has an excellent knowledge of the stock.

It was noted the study tour has been on the report for some time but it has been held in abeyance for the time being.

The domestic abuse training for Committee was discussed. It was noted that it was not included in the current programme of committee training but would be included in future programmes. It was suggested this could be provided carried out by South Lanarkshire Council.

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| <p>i) Committee considered the Actions from Previous Meetings Report and agreed progress to be satisfactory.</p> |
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6. Budget for the year to 31 March 2024 – Finance Manager's Report

The Chairperson asked the CEO to present the report to Committee.

The CEO stated it was the intention to consult with the tenants over a 5, 7 and 10% rent increase if allowed by the Scottish Government. A lengthy discussion took place and the following was noted:

- The consultation newsletter would be more condensed than previous year, a maximum of eight pages.
- The consultation process would provide three options for a rent increase, 5, 7 and 10% with no recommendation provided
- The impact on tenants of each of the options would be explained in the newsletter.
- The reasons for suspending the major repairs programme would be explained with the possible exception of the heating programme. This would be dependent on receiving grant funding.
- It was noted that the Association's rents compare favourably with the rural benchmarking group.
- A recent thematic study on rent levels noted that those Associations who with lower rents would remain affordable if they had to apply future higher rent levels. It was also noted in the study that no landlord had applied a higher than inflation rate in the past year.

- It was suggested the Committee listen to the SFHA podcast on rents which highlighted the differences between rent increases in the private sector which can be up to 40%.
- It was also noted that the consultation process would make it clear there would be no guarantees that future rent increases would be inflation only with a 10% increase because of how volatile the economy is.
- It was noted that the purpose of the rent consultation process is to provide information to tenants on why a rent increase is necessary, particularly as the last two years rent increases were below inflation rates. Due regard to the views of the tenants is taken into account, however, the Committee is responsible for agreeing the rent increase to ensure financial viability.
- There was a discussion around offering 7.5% as an option and this was agreed by Committee.

- i) Management Committee considered the draft budget for the year to 31 March 2024.**
- ii) Management Committee discussed the rent increase for the year to 31 March 2024.**
- iii) Management Committee agree the rent increase options to be presented to tenants as part of the rent consultation exercise as 5%, 7.5% and 10%.**

7. Budget and Rent Review – Tenant Consultation

The Chairperson asked the DCE to present the report to Committee. The DCE gave an overview of the report.

It was agreed that the three options for consultation purposes would be 5, 7.5 and 10%. It was also agreed that the Association would use their own letter, not the template from SFHA that had been appended to the report.

- i) The Management Committee agreed that the report provided sufficient information.**
- ii) The Management Committee approved the rent increase consultation process and timetable as presented in this report.**

8. Festive Period Office Closure Proposals

The Chairperson asked the DCE to present the report.

It was noted that arrangements were in place for emergency repairs and the tenants would be informed via a Christmas newsletter of the office closure.

- i) The Management Committee agreed that the report provided sufficient information.**
- ii) The Management Committee accepted the arrangements made for the 2022 festive period.**

9. A.O.C.B.

EVH Representative

Brian McInally said he was stepping down as the EVH representative. He explained the meeting were now in the evening in Glasgow and this was presenting some challenges.

It was noted EVH is looking at a hybrid approach for future meetings. Committee were asked to consider if anyone would be interested in becoming the representative when this is in place.

The Committee thanked Brian for the time he had committed to the role.

2023 2034 Proposed Pay Deal

The staff left the meeting for this item.

The CEO had previously circulated the correspondence from EVH to the Committee on the proposal for the pay increased for next financial year. The proposal being put forward is:

1. For all salary grades a payment of £150 will be made in January, February and March 2023. This will be eligible for tax and NI but will not count towards staff pensions.
2. A pay increase of 5.25% on all salary points from 1st April 2023.

EVH recommends that all members vote on this proposal with a closing date of 12 midday on Wednesday 30th November 2022. The decision by the Management Committee to be sent via email.

The Committee agreed to vote in favour of the recommended pay settlement.
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The meeting closed at 7.20pm.