

BUIDHEANN TIGHEADAS LOCH AILLSE AGUS AN
EILEIN SGITHEANAICH
LOCHALSH AND SKYE HOUSING ASSOCIATION

**MINUTES of MEETING of MANAGEMENT COMMITTEE held on
Monday 14 November 2011 at 7.00 pm at Broadford Hotel,
Broadford, Isle of Skye**

PRESENT: Mr I MacLean (Chairperson)
Mr T Harvey (Vice-Chairperson)
Mr D MacKenzie (Treasurer)
Miss J MacPherson
Mrs P Walsh
Mr R Johnston
Miss I Moore
Mr A MacCalman
Mrs S Crowe

IN ATTENDANCE: Mr L MacDonald (Chief Executive)
Mr I McIvor (Director of Development Services)

1. **APOLOGIES:**

Mr G Wight.

2. **MINUTES OF PREVIOUS MEETINGS**

Management Committee Meeting (10.10.2011)

The Minutes were moved for adoption by Mr T Harvey seconded by Mr D Johnston and **approved** unanimously.

Progress Report from Previous Meeting

Members **noted** the report and in particular that a satisfactory proposal had been made and accepted to repay rent arrears in the case FRA (87).

Other Matters Arising

There were no other matters arising.

3. **CHIEF EXECUTIVE'S REPORT**

- Members **considered** and **approved** the making of an application to Scottish Ministers to suspend modernised Right to Buy for a further 10 years. The Chief Executive would draft the application for final consideration and approval by the Management Committee prior to 30 March 2012.

- Members **noted** a proposal to consider the establishment of a Highland wide Development Agency which the Chief Executive will report on further at a future Committee meeting once more information is available.
- Members **noted** the publication of the consultation document on the proposed Property Factors Code of Conduct and agreed not to submit a formal response on behalf of the Association.
- Members **approved** an application for membership and **authorised** the use of the Seal on the Share Certificate.
- Members **noted** the remainder of the report.

ACTION:

- (i) *Prepare application to suspend Right to Buy for a further 10 years.*
- (ii) *Prepare report on a proposal to set up a Highland-wide Development Agency.*
- (iii) *Issue share certificate to new member.*

4. HOUSING SERVICES

(a) Housing Services Report

No report.

5. DEVELOPMENT SERVICES

(a) Development Services Report

- It was **noted** that the flats at Church Road, Kyle of Lochalsh would be available for a visit by staff and members on Thursday, 8 December 2011 and the project is due to complete on 12 December 2011.
- Members **noted** that the discussions with Robertson Construction were ongoing in respect of insulation defects at Home Farm, Portree, in particular the issues around compensation.
- Members **noted** that a full report for Committee will be produced once the Association is in receipt of all the relevant data from Vital Energy on the operation and maintenance of the Biomass plant at Home Farm, Portree.
- Members **agreed** to reduce the frequency of the Development and Property Services Report from a monthly cycle to a quarterly basis.
- Members **noted** the remainder of the report.

(b) Dornie Phase 2

Members **considered** the contents of the report and **approved**:

- (i) The housing mix, including mid-market rent;
- (ii) The required private finance;
- (iii) The tendering process;

but subject to clarity from the Scottish Government on Claus 9.2 of the Offer of Grant dated 10 November 2011, which allows the Scottish Government to reclaim the grant should it be considered "State Aid" at some point in the future.

6. FINANCE SERVICES

(a) Finance Services Report

No report.

7. HANDYPERSON SERVICES

(a) Handyperson Report

No report.

8. ENERGY ADVICE SERVICES

(a) Energy Advice Services Report

No report.

9. CORPORATE SERVICES

(a) E-Business Development Report

No report.

(b) Scottish Housing Regulator Peer Group report 2010/2011

Members **noted** the content of the report which the Chief Executive explained contained an excellent set of results for the year. Miss I Moore, supported unanimously by the members expressed her gratitude to all staff for producing such good results.

c) Performance Report to 30 September 2011

The Chief Executive reported that all Services were performing well in meeting their targets despite some particular pressures on workload, particularly in respect of Handyperson Services. Proposals to manage these pressures were

being discussed internally and recommendations would be made in due course to the Committee. Members **noted** the contents of the report.

(d) Management Accounts to 30 September 2011

Members **noted** the contents of the report.

(e) Risk Management Review

Members **reviewed** the Risk Register and subject to changing Reference 56 on Page 13 of 15 to read “Failure” to meet tenant expectation of new heating systems” rather than “need...” and **confirmed** that they were content with the entries that exist and with the content and priorities of the individual risks.

ACTION:

- (i) *Amend wording of reference 56 as agreed.*

(f) Sponsorship Request

Members **considered** the original sponsorship application and the additional information provided.

It was **agreed** that £500 should be pledged to Skye Emergency Services Association (Helipad) conditional on the amount required for the surface renewal being raised. It was further **agreed** to consider a further £500 application for the concrete structure in the following year from 1 April 2012.

ACTION:

- (i) *Chief Executive to confirm the Committee’s decision in writing to the Sponsorship applicant.*

(g) Rent Setting Policy 2012/2017

Members **considered** the report and **approved** the proposal that the Association’s annual rent review figure from 1st April should be based on CPI inflation rate rather than the RPI rate as this would bring the review methodology into line with that of the Department of Work and Pensions. It was also **agreed** to continue to use the “December” figure as at present.

In addition, and for 2012/2013 only, it was **agreed** not to apply the additional “plus one per cent” increase to rents and service charges.

10. MISCELLANEOUS CORRESPONDENCE

(a) Items of Consideration and Noting

Members **noted** the contents of this report.

(b) **Other Items**

No report.

11. **AOCB**

- There was no other competent business.

The meeting closed at 8.45 pm and went into Private Session.

Chairperson