

Cernach Housing Association Minute of Management Committee meeting held on Thursday 26 May 2022 at 6.00pm in the boardroom



Ag3

1. Present and apologies

J Brannan (Chair)	A Biddell	J McFarlane
T Bowie	S Brannan	A El kadi
R McGill	C Love	M Dabek
S McDonald MBE		

In attendance

C Jardine	P Baylis	P Long (FMD)
E McShane	K Dyson	A Smith
F Chan	N Campbell	Lorna Shaw (Research Resource)

Minute taker

A Smith

Prior to the start of the meeting, J Brannan welcomed new staff Fiona Chan and Natalie Campbell to the meeting and asked all attending to introduce themselves.

- 1.1 Apologies were received from M Mellon, F John, D MacMillan and Z Saad Hassan

Noted

2. Declaration of interest

- 2.1 There were no declarations of interest.

Noted

3. Minutes of previous meeting

- 3.1 The minutes of the Management Committee meeting held on 14 April 2022 were proposed by J MacFarlane and seconded by A Biddell.

Approved

4. Matters arising

- 4.1 Matters arising from meeting held on 14 April 2022:

Item 5.1: Redemption of Clydesdale Bank loans – C Jardine informed Management Committee the Clydesdale bank loans had been paid off.

Item 5.8: Pay award: C Jardine advised that after EVH ballot on the pay deal, a 4.1% increase across all spinal points had been agreed and this will be backdated to 1 April 2022 in the May salaries.

Item 6.2: GHR: We have notified GCC that we will not be taking part in the GHR pilot at this time.

Noted

J Brannan advised Committee that he wished to suspend standing orders and discuss agenda item 6.1 immediately prior to agenda item 5. The record of discussion is noted under 6.1 in these minutes. L Shaw left the meeting at the end of this item.

5. Director's report

5.1 Management accounts to March 2022

5.1.1 P Long presented the narrative summary to Committee and key figures for the Association within the management accounts to March 2022.

5.1.2 Statement of comprehensive income:

The figures within these sets of accounts will be very similar to the first draft of this year's accounts to March 2022. Other additional transactions have still to be identified and brought into the accounts, and once this has happened the accounts will be audited and then presented to Committee for approval.

5.1.3 The Income is sitting at £4.6 million with operating costs at £3.4 million which gives us a higher budgeted surplus of £1.15 million. This is due to additional grant income for the Community Connector service and adaptations. It also includes an underspend in planned and cyclical maintenance.

5.1.4 The forecast net surplus to March 2022 is now £1.049 million compared to the original budgeted amount of £889,000.

5.1.5 Statement of financial position:

This notes net assets at 31 March 2022 amounting to £13.533 million.

5.1.6 The Association continues to comply with all financial covenants with lenders.

5.1.7 The Management Committee noted the above and approved the attached management accounts to March 2022.

Approved

5.2 Five-year financial projections

- 5.2.1 P Long presented the report to Management Committee and Committee noted the contents of it.
- 5.2.2 The FYFP return must be approved by Management Committee and submitted to the SHR by 31 May 2022.
- 5.2.3 Management Committee approved the FYFP and delegated authority for staff to submit the return on the Association's behalf.

Noted

[post-meeting note: the return was duly uploaded onto the Regulator's portal after the meeting was finished].

P Long and K Dyson left the meeting at this time

5.3 Audit plan – 2021/22 external audit

- 5.3.1 C Jardine provided Committee with information on the audit plan for 2021/22 external audit.
- 5.3.2 The audit will take place during week commencing 20 June 2022 with the draft accounts being presented to the Management Committee in August and then to share members at the AGM on 29 August.
- 5.3.3 Management Committee noted the contents of the report.

Noted

5.4 Development update

- 5.4.1 C Jardine presented the report to Committee. She advised that an offer of £52,000 had been received from GCC. However, this was later discovered to have been an error on the part of GCC. The council will now adjust the grant to show the correct figure of just over £27,000. C Jardine will advise Committee once the additional grant has been received.
- 5.4.2 Management Committee noted the contents of the report.

Noted

6. Depute Director's report

6.1 Resident satisfaction survey – presentation by Lorna Shaw

6.1.1 Lorna Shaw, Research Resource delivered her report on the recent resident satisfaction survey highlighting the results and giving context around key areas of the report.

6.1.2 She also compared our results with those of the 2018 survey, adding that reductions in satisfaction levels against some of the indicators were indicative of the recent global pandemic and results were reflected in the scores submitted. She advised that the trends pointed out were similar throughout the sector.

6.1.3 The Management Committee noted the contents of the report.

Noted

6.2 Annual Return of the Charter (ARC) – 2021/22

6.2.1 P Baylis presented the draft ARC report, highlighting our performance in relation to some of the key indicators.

6.2.2 Management Committee noted the contents and approved the ARC return. They also delegated authority to staff for submission to the Regulator on the Association's behalf.

Approved

[post-meeting note: the return was duly uploaded onto the Regulator's portal after the meeting was finished].

6.3 Ground Maintenance procurement 2021/22

6.3.1 P Baylis presented the report to Committee.

6.3.2 P Baylis updated the Committee on the progress of the new contract which is being procured in association with Drumchapel Housing Co-op and Pineview Housing Association. Idverde were successful in securing the contract after prices and quality returns were checked by consultants.

6.3.3 Due to a delay in the contract beginning, Idverde have requested additional costs to bring the area up to standard given that no works have been carried out for seven weeks. This amount was considered reasonable in the

circumstances and is acceptable to Cernach, albeit we await feedback from the other RSLs.

6.3.4 We have also gone out to tender for a Clerk of Works and, after tender opening, one contractor responded within the timescale. This contract will be in conjunction with Drumchapel Housing Co-op.

6.3.3 Committee noted the contents of the report.

Noted

7. Policy review

7.1 There were no policy reviews this month.

Noted

8. Notifiable events and regulatory engagement

8.1 Notifiable event – verbal update at meeting

8.1.1 J Brannan updated Committee on the recent notifiable event.

8.1.2 Further updates will be given once we receive them in due course.

Noted

9. Sub-Committee minutes and recommendations

9.1 Operations sub-Committee

9.1.1 The minute of the meeting on 7 April 2022 was noted.

9.1.2 There were no recommendations from the meeting on held on 19 May 2022

Noted

9.2 Assurance sub-Committee

9.2.1 The minute of the meeting on 17 February 2022.

9.2.2 There were no recommendations from the meeting held on 12 May 2022.

Noted

10. Membership and use of seal

10.1 There were no new members and no removals from the membership.

Noted

11. AOCB

- 11.1 C Jardine informed Management Committee that committee member K McGinley has resigned for personal reasons with immediate effect. She hopes to stand again for election in the near future.
- 11.2 P Baylis advised Management Committee that we were successful in seconding an experienced individual for the Senior Maintenance Officer maternity cover post. Kirsty Mulholland will start her secondment in June.
- 11.3 E McShane confirmed that, following the local authority elections, the four local councillors elected in the ward 14 Drumchapel/Anniesland area are: Cllr Paul Carey BEM, Cllr Anne McTaggart, Cllr Patricia Ferguson and Cllr Fyeza Ikhlaq.
- 11.4 A Smith advised Committee that S Mangan had resigned from Cernach following the offer of a promoted post at EVH. Our new Corporate Services Assistant, Raeann Rankine, will start with us on 7 June 2022.
- 11.5 A Smith asked if Committee members could accept their attendance via Decision Time and if anyone needed any help navigating the site, then contact her for further help.

Noted

12. Date and time of next meeting

- 12.1 The next scheduled meeting will be on **Thursday 30 June 2022** at 6.00pm. It will be held in the boardroom.

Chair:

Date: