

# NORTH VIEW Housing Association

North View is a registered Scottish charity – charity registration number SC032963

**Minutes of the Management Committee Meeting held in the Office of North View Housing Association at 29A Stravanan Road, Castlemilk, GLASGOW at 6.15pm on Wednesday 13<sup>th</sup> November 2019**

## 1.0 Present

Josephine Deacon  
Alex Bruce  
Jim Dougherty  
Diana Hamilton  
Wilma McCubbin  
Ken Robertson

In Attendance:-

Euan Anderson (Director)  
Jean Price (Finance Manager)

## 2.0 Apologies

- 2.1 Apologies were received from Christine Devine, William Hamilton, Audrey Laird, and Iris Robertson.

## 3.0 Declaration of Interest

- 3.1 There were no interests to declare at this stage of the Meeting.

## 4.0 Changes to the pension scheme

- 4.1 The Director declared his interest (in that he is a member of the pension scheme) and left the Meeting. The Finance Manager is not a member of the pension scheme and was therefore in a position to be able to advise Committee on the matter.

It was noted that the Management Committee had been advised at their last Meeting that the contribution rates for both employers and employees participating in the Defined Benefit Pension Scheme (DB) would be increasing from 1<sup>st</sup> April 2020, and that there would not be any change to the rate of contribution for the Defined Contribution Scheme (DC) that some employees contribute to.

- 4.2 The Finance Manager's paper on "Future Pension Arrangements" was discussed at great length. Four options were presented and discussed.
- Option 1 - Continue with the current 1/60<sup>th</sup> Final Salary DB scheme and also the Direct Contribution (DC) scheme for existing and new members. Employer and employee contribution rates would be increased by 3.6%.
  - Option 2 – Close the current Final Salary DB scheme to all members and transfer employees to the DC scheme. Costs under this option would depend on the percentage contribution that the employee opted to pay (as the Association would match it up to a level of 10%).

**Action**

- Option 3 – Retain the Final Salary DB scheme for current members, but close it to new members. New Members would join the DC scheme. No change in employer costs currently but would reduce costs in the future for any new staff members joining.
- Option 4 – Close the Final Salary DB scheme to all members and replace it with a CARE DB scheme for all. Cost dependent on what Care scheme selected but ranges from 7.9% to 15.9% employer contribution rate.

4.3 After considering all options and the increased costs involved with retaining the current Final Salary DB scheme from 1<sup>st</sup> April 2020, Alex Bruce proposed that Committee adopt Option 2. This motion was seconded by Diana Hamilton and unanimously approved by the Management Committee.

4.4 The Finance Manager will arrange for consultation with all staff on Committee's decision, and ensure that The Pension Trust (TPT) are notified of the Association's proposed changes by the deadline date of 31<sup>st</sup> January 2020.

4.5 The Director rejoined the Meeting.

FM

## 5.0 Castlemilk Pantry

5.1 The Finance Manager confirmed that the Association could afford to budget for a payment to the Pantry of £5,000 per annum for the next five years.

5.2 After discussion, Wilma McCubbin proposed that the Association make the payments for the pantry. Josephine Deacon seconded the motion and it was unanimously approved by Committee.

The Director will inform the Chief Executive of Ardenglen Housing Association of the Committee's decision.

Dir

## 6.0 Windlaw Lodge

### **Private finance**

6.1 *Information in relation to the loan has been redacted due to it being commercially sensitive.*

### **Tender sum**

6.2 The Director stated that the Quantity Surveyor has confirmed the amount of the adjusted tender. The Contractor has still to confirm a price from one of their suppliers, but the Quantity Surveyor expects any cost increase to be marginal. *Tender sum and name of Contractor redacted due to commercial sensitivity.*

### **New Gorbals Housing Association**

6.3 The development staff from New Gorbals Housing Association will correlate and make the tender submission to DRS on our behalf, as they have more experience and expertise in this field than any of the staff at North View.

The cost of their services will be £500 per day, and we expect them to provide three or four days work for us.

- 6.4 The Director stated that Michelle Munday (of DRS) had advised that this project would be funded roughly 50% from grant and 50% from private finance. New Gorbals Development Manager, Simon Metcalfe, advised that we should not exceed £55k per unit in private finance – which would mean we would have to raise only £1,375m in private finance. The Director stated that the Quantity Surveyor has advised that ‘above benchmark grant funding’ has been made available on projects he has recently been involved with.

*Information in relation to the loan has been redacted due to it being commercially sensitive.*

#### **DRS**

- 6.5 The Director stated that DRS are keen for us to make the tender submission to them as soon as possible; we are aiming to make the submission by Friday 6<sup>th</sup> December.

Committee will be kept informed of progress.

**Dir**

### **7.0 Any other competent business**

#### **SHARE Conference**

- 7.1 It was noted that Josephine Deacon, Diana Hamilton, William Hamilton, Audrey Laird, Wilma McCubbin, and Iris Robertson will attend SHARE’s Conference next year.

The Director will oversee their booking.

**Dir**

#### **Guide to Information**

- 7.2 The Director stated that attendance at a recent cyber security event had highlighted that making the list of our Contractors and Suppliers on our website along with our Financial Regulations makes it easier for ‘hackers’ to gather this information and use it for phishing purposes. In light of this, the Director recommended that the list of Contractors and Suppliers be removed from our website but be made available (to individuals) ‘on request’. The Director also suggested that he be authorised to amend the content of the ‘information list’ after item 3.2 of the Guide to Information Policy.

After discussion, Committee unanimously approved removing the list of Contractors and Suppliers and the Financial Regulations from our website and making them available ‘on request’, and authorised the Director amending the content of the ‘information list’ after item 3.2 of the Guide to Information Policy.

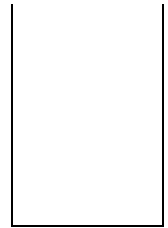
The Director will arrange for the information to be removed from the website.

**Dir**

### **8.0 Date and time of next Meeting**

8.1 The next Meeting of the Management Committee of North View Housing Association will be held in the Association's Office at 6.15pm on Wednesday 27<sup>th</sup> November 2019.

8.2 The Meeting ended at 7.10pm.



\_\_\_\_\_ *Signed (Chairperson)* \_\_\_\_\_ *Date*