

Minutes of the Board Meeting
held on Wednesday 30 November 2022 at 6pm
in person in The McGinlay Suite at the Association's offices
and remotely via Zoom

Present (in person attendees):

S. Gaunt - Chairperson (SG)
K. Barker
K. Clayton
P. Gallagher
H. Gracie
F. Koroma
M. Smith

Present (remote attendees):

J. Ayorinde
A. Edgar
D. McDonald

In Attendance:

N. Logan, Interim Chief Executive (NL)
D. Weir, Technical Director (DW)
K. Wilson, Housing Services Director (KW)
M. Hutcheson, Corporate Services Manager (MH)
P. Bridges, Corporate Services Officer (Minutes)

Welcome:

The Chairperson welcomed everyone to the meeting and thanked NL and MH for ensuring that Board members who were unable to attend the meeting in person were able to join remotely (via Zoom).

1. Apologies and Declarations of Interest (including agenda item to which this refers)

Apologies:

There were no apologies.

Declarations of Interest:

None.

2. Health & Safety
(1) Health & Safety Report

DW advised that there were no updates and confirmed that a written report would be prepared for the next meeting of the Housing, Technical and Health & Safety Sub-Committee. Following an enquiry from a Board member, the Board **agreed** that DW should arrange a fire evacuation drill for a future Board meeting.

3. Minutes of previous Board Meetings

(1) Decisions taken between meetings

Nothing to report.

(2) Board Meeting 26.10.22 & Confidential 26.10.22

The Minutes were **approved** as an accurate record of the meeting.

(3) Special Board Meeting 16.11.22

The Minutes were **approved** as an accurate record of the meeting.

(4) Matters Arising 26.10.22: Actions/Decisions

The Board **noted** the Actions report - **See Confidential Minute**

The Board **noted** the Decisions report.

(5) Matters Arising 16.11.22: Actions/Decisions

The Board **noted** the Actions report - **See Confidential Minute**

The Board **noted** the Decisions report.

4. Minutes of Sub-Committees and Other Meetings

Nothing to report.

5. Matters for Discussion/Decision

(1) Rent Consultation

(i) Financial Projections

See Confidential Minute

(ii) Rent Increase Options for 2023-24

See Confidential Minute

(2) City Building

The Board **noted** the report.

See Confidential Minute

(3) Write-Off

See Confidential Minute

(4) Treasury and Banking

The Board **noted** the report and **approved** NL's proposals.

See Confidential Minute

(5) Business Plan Strategy Event

The Board **noted** the report and **agreed** that the Strategy Event would take place in The McGinlay Suite at the Association's office. NL will email all Board members to check their availability for either of the dates suggested, i.e. Saturday 4 February 2023 or Saturday 18 February 2023. The Board also **agreed** that the Chairperson would liaise with NL with regard to the agenda for the Event.

6. Board Priorities - *currently on hold.*

As it was now 8.00pm, the Chairperson asked for Board approval to suspend the Standing Orders to allow for discussion of the remaining agenda items. The Board **approved** the proposal to continue the meeting until 8.15pm.

7. Assurance Statement

(1) Assurance Evidence

NL confirmed that L. Strang has added all of the evidence relating to the Assurance Statement for 2022 to Decision Time. NL advised that the evidence folder would be updated throughout the year as each Regulatory Standard is reviewed. The Board **noted** the report.

(2) Assurance Programme 2022/23

The Board **approved** the Assurance Programme for 2022/23.

8. Update on the Association's Development Programme

The Board **noted** the report and thanked DW for the update. The Board **agreed** that development in general should be discussed at the Strategy Event due to take place in February 2023.

9. Risk Management - *nothing to report.*

10. Notifiable Events

NL advised that she had recently reported two Notifiable Events to the Scottish Housing Regulator (SHR). The Board **noted** the report.

See Confidential Minute

11. Staffing

The Board **noted** the report circulated at the meeting.

See Confidential Minute

12. Membership

The Board **approved** one membership application.

See Confidential Minute

13. Use of Seal - *nothing to report.*

14. Policy Review

(1) Policy Register

The Board **noted** the Policy Register.

15. Community Regeneration - *nothing to report.*

16. Matters for Information

(1) Quarterly Business Plan Review

(2) Complaints Report

(3) Wider Role for the period to 30 September 2022

(4) Management Accounts for the period to 30 September 2022

(5) Treasury Report for the period to 30 September 2022

The Board **noted** the above reports.

17. Report back from Meetings/Conference attended.

H. Gracie reported that EVH will be holding their last meeting of 2022 on Monday 5 December. EVH are planning an informal meeting with verbal updates, festive fun and a Christmas buffet but, unfortunately, H. Gracie is unable to attend this year.

18. Correspondence and other matters for discussion

(1) SHARE: Learning and Development Brochure

Board members were encouraged to consider the various training courses offered by SHARE and were asked to contact staff if they would like to be booked on a course.

See Confidential Minute

19. Any Other Competent Business

(1) Board Appraisals

See Confidential Minute

20. Date and Time of Next Meeting

- The next Board meeting will take place in person in the Association's office at 3 Kilmuir Drive, Arden, on Wednesday 18 January 2023 at 6pm. Board members will also be able to join the meeting remotely (via Zoom).
- The Business Plan Strategy Event will be held in The McGinlay Suite at the Association's office in February 2023 (date tbc). NL will contact Board members to check their availability for either Saturday 4 February 2023 or Saturday 18 February 2023.

Signed:

Date: