



NOTICE OF MEETING

The Meeting of the Full Management Committee will be held on Thursday the 31st of August 2023 at 18:30 hrs in the Association's offices at 2310 Dumbarton Road, Yoker.

AGENDA

*** for approval / decision

- 1.0 MANAGEMENT COMMITTEE
 - 1.1 APOLOGIES
 - 1.2 REGISTRATION, DECLARATIONS & CODE OF CONDUCT
 - 1.3 TRAINING
 - 1.4 REGULATORY & STATUTORY RETURNS 2023 / 24
 - 1.5 WHISTLEBLOWING, FRAUD & NOTIFIABLE EVENTS REGISTER 2023 / 24
 - 1.6 HEALTH & SAFETY MATTERS
- 2.0 MEMBERSHIP
 - 2.1 NEW MEMBERSHIP APPLICATIONS
 - 2.2 CLOSURE OF SHARE REGISTER
 - 2.3 ANNUAL GENERAL MEETING 20.09.23
- 3.0 DOCUMENTS FOR SIGNING AND USE OF SEAL
- 4.0 CORRESPONDENCE
- 5.0 MINUTES OF THE FULL MANAGEMENT COMMITTEE MEETING 27.07.23
 - 5.1 APPROVAL OF MINUTES ***
 - 5.2 MATTERS ARISING
- 6.0 CORPORATE GOVERNANCE REPORTS
 - 6.1 FREEDOM OF INFORMATION REPORT
- 7.0 FINANCE REPORTS
 - 7.1 TREASURY MANAGEMENT TO 31.07.23 REPORT
- 8.0 DEVELOPMENT REPORTS
 - 8.1 DEVELOPMENT SCHEME REPORT ***
- 9.0 HOUSING MANAGEMENT & MAINTENANCE REPORTS
 - 9.1 MAINTENANCE SCHEME REPORT ***
- 10.0 DATE OF NEXT MEETING 26.10.23
- 11.0 A.O.C.B.

Distribution

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|-------------------------------|-----|-----------------------|-----|----------------------------|-----|
| 1. Shields, Graeme (Chairman) | ☑☑☑ | 6. Jarvis, Anna-Maria | ☑☑☑ | 11. Thompson, Margaret | ☑☑☑ |
| 2. Ballantyne, Mary | ☑☑☑ | 7. McKendrick, Mick | ☑☑☑ | 12. Walker, Catriona | ☑☑☑ |
| 3. Busby, Elaine | ☑☑☑ | 8. Parker, Morag | ☑☑☑ | 13. Wronowska, Agnieszka | ☑☑☑ |
| 4. Donnelly, Lisa-Marie | ☑☑☑ | 9. Porter, Josephine | ☑☑☑ | 14. Vandermotten, Roderick | ☑☑☑ |
| 5. Fleming, Anne | ☑☑☑ | 10. Ryan, Isobel | ☑☑☑ | | |



MINUTES

Minutes of the Full Management Committee Meeting held on Thursday the 31st of August 2023 at 18:30hrs in the Association's offices at 2310 Dumbarton Road, Yoker.

Present

Shields, G (Chairman)
Ballantyne, M
Donnelly, L
Jarvis, A
Porter, J
Ryan, I
Thompson, M
Vandermotten, R
Walker, C

In Attendance

Forrest, C J (Director)
Freeman, K (Secretary / Housing Services Manager)

1.0 MANAGEMENT COMMITTEE

1.1 APOLOGIES

Apologies for absence were received from M Parker, A Wronowska, E Busby, M McKendrick and A Fleming.

It was noted that A Fleming's formal leave of absence on grounds of ill health continued but would not extend beyond the Annual General Meeting at the end of September 2023.

1.2 REGISTRATION, DECLARATIONS & CODE OF CONDUCT

In addition to those recorded in the Register of Interests – none declared.

1.3 TRAINING

G Shields noted the continued improvement in the training records although he noted that the Association had not yet achieved its training targets. He expressed disappointment at the cancellation by SHARE of training events he had planned to attend.

The Housing Services Manager referred to the IHASCO training resource and confirmed that he would be arranging training over the next month or so. He confirmed that he would issue a notification of when these events would take place.

The report was then noted by those present.

1.4 REGULATORY & STATUTORY RETURNS 2023 / 24

G Shields referred to the report and those present noted that the Annual Financial Statements Return had now been submitted to the Scottish Housing Regulator (SHR). All of the regulatory or statutory returns that could be completed to date had now been completed for the current financial year.

The report was then noted by those present.

1.5 WHISTLEBLOWING, FRAUD & NOTIFIABLE EVENTS REGISTER 2023 / 24

G Shields referred to the report and all those present or in attendance confirmed that they were not aware of any new whistleblowing, fraud or notifiable events having been raised since the last meeting.

The report was then noted by those present.

1.6 HEALTH & SAFETY MATTERS

Those present noted that there were no matters to report at this time.



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2.0 MEMBERSHIP

2.1 NEW MEMBERSHIP APPLICATIONS

There was one new membership applications from bona fide applicants as follows:

<u>Share Certificate No.</u>	<u>Name</u>	<u>Address</u>
1331	[REDACTED]	[REDACTED]

Approval of this membership application was proposed by I Ryan, seconded by M Thompson, and unanimously agreed by those present.

2.2 CLOSURE OF SHARE REGISTER

K Freeman in his capacity as Secretary of the Association formally declared the Share Register closed to new applicants pending the conclusion of the business of the Annual General Meeting.

2.3 ANNUAL GENERAL MEETING 20.09.23

The arrangements for the Annual General Meeting were discussed by those present and the five members representing a third of the Management Committee standing down by rotation were noted by those present.

At this point M Ballantyne joined the meeting.

3.0 DOCUMENTS FOR SIGNING AND USE OF SEAL

Other than the aforementioned share certificate, there were no other documents for signing and use of the Seal.

4.0 CORRESPONDENCE

There were no items of correspondence.

5.0 MINUTES OF THE FULL MANAGEMENT COMMITTEE MEETING 27.07.23

5.1 APPROVAL OF MINUTES

The Minutes were proposed by L Donnelly, seconded by C Walker, and unanimously approved by those present.

5.2 MATTERS ARISING

There were no matters arising.

6.0 CORPORATE GOVERNANCE REPORTS

6.1 FREEDOM OF INFORMATION REPORT

G Shields referred to the report and the Housing Services Manager provided a brief overview of the content of the report which dealt with the annual review of the Guide to Information (GTI), a legal requirement of the legislation.

Those present noted the additional information that had been included in the GTI and G Shields queried the efficacy and relevance of references to certain methods of information transmission in the guide. However the Housing Services Manager explained that these were consistent with the model produced by the Scottish Information Commissioner (SIC) and as such had been included within the GTI.



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6.0 CORPORATE GOVERNANCE REPORTS (Continued)

6.1 FREEDOM OF INFORMATION REPORT (Continued)

The Director suggested that the Association did not deviate from the model published by the SIC and that references to less relevant methods of transmission were likely to be dropped by the SIC with future reviews.

The Housing Manager went on to confirm that the costs associated with providing information remained consistent with the legislation. He also confirmed that the Association had received very few requests since the legislation was introduced, that those requests required little staff time and as such no charges had ever been levied.

The amendments to the GTI were then proposed by R Vandermotten, seconded by M Thompson and unanimously approved by those present.

7.0 FINANCE REPORTS

7.1 TREASURY MANAGEMENT TO 31.07.23 REPORT

G Shields referred to the report and those present noted the on-going low risk rating of the financial institutions on the Association's approved list.

Following a review of the planned investment strategy the report was noted by those present.

8.0 DEVELOPMENT REPORTS

8.1 DEVELOPMENT SCHEME REPORT

Blawarthill Hospital Site

The Director referred to the report and those present noted the progress of the development.

G Shields noted that the first technical assessment against the Passivhaus standard showed that the first house type was meeting the standard comfortably. The Director confirmed that this was a positive outcome and remained confident that the remaining two house-types would comply equally well.

Yoker Primary School Site

The Director referred to the proposal from HOOS Development and the cost of carrying out a revised feasibility study.

Those present noted that the feasibility costs were considerably greater than the funding approval and that the Association might be expected to make up the shortfall.

J Porter questioned why the Association was revisiting this scheme as she felt that the decision not to proceed had already been taken. It was acknowledged that the previous decision had been taken on cost grounds and that HOOS Development were proposing a re-working of the site to reduce the per-unit cost and make the scheme more financially viable.

There then followed lengthy discussion on the risk associated with the development of new build housing in the context of the current housing association grant subsidy levels and increased construction costs. The costs associated with Energy Efficiency Standard for Social Housing 2 (EESH2) compliance were also recognised as a potential financial risk.

Due to the risk involved, it was agreed that the Association withdraw its interest in developing this site further.

Yoker Waterfront Development

The approach from a private developer regarding the development of new build flatted dwellinghouses on the waterfront site to the west of the Yoker Ferry was discussed.



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8.0 DEVELOPMENT REPORTS (Continued)

8.1 DEVELOPMENT SCHEME REPORT (Continued)

Yoker Waterfront Development (Continued)

The development risk was again considered too great, and it was unanimously agreed that the Association would not proceed with an interest in this development.

Following further lengthy debate, it was unanimously agreed that the Association would not consider any new build development for the foreseeable future or until such time as investment requirements for EESSH2 became much clearer.

The report was then noted by those present.

9.0 HOUSING MANAGEMENT & MAINTENANCE REPORTS

9.1 MAINTENANCE SCHEME REPORT

G Shields referred to the report and the Housing Services Manager provided an update on the progress of the various planned maintenance projects.

BT Open Reach

A wayleave agreement for the upgrade of copper cabling to fibre was discussed and approved by those present.

The report was then noted by those present.

10.0 DATE OF NEXT MEETING 26.10.23

G Shields confirmed that the next meeting of the Management Committee would take place on Thursday the 26th of October 2023.

11.0 A.O.C.B.

Money Advice Services

I Ryan raised the lack of money advice services available in the local area and those present discussed and considered what action the Association might take to address the issue.

Following discussion it was agreed that the Housing Services Manager would contact Drumchapel Money Advice with a view to re-establishing a resource in the local community.

There being no other competent business the meeting closed at 20:10 hrs.

Proposed By _____

Seconded By _____