



Board Meeting – 28 March 2018

Agenda Item: 3

Subject: Minute of Board Meeting of 28 March 2018

Prepared by: David McGivern

Minutes of the Board meeting held on Wednesday 28 March 2018 at 5.30 pm in Main Street, Ayr

Present: **Tenant Members**
Frances Maguire
Kenny George (Meeting Chair)
Suzi Williamson

South Ayrshire Council
Ian Cavana
Ian Cochrane

Community Members
Bobby Pyper
Mike Tomlinson
Gemma Collins

In attendance: Jim Whiston
David McGivern (Minutes)

Kenny welcomed Councillor Ian Cochrane to his first meeting.

1. Apologies

Apologies were received from Rhonda Leith, Georgina Dawson, Simon Leslie and Pauline Elliot.

2. Declarations of Interest

Kenny asked that any member with an interest in any agenda item declares that fact at the appropriate time during the meeting.

3. Minutes of the Board meeting held on 31 January 2018

The Minutes of the meeting held on 31 January 2018 were accepted as a true record and were proposed by Frances Maguire and seconded by Suzi Williamson.

4. Matters arising

Jim updated the Board on the current status of each of the items.

It was noted that further dates may need to be sought for the Strategy planning event should the numbers be inadequate for the dates currently being circulated.

The Board noted the contents of the paper.

5. Confirmation of Decisions Made Under Delegated Authority

The Board agreed to confirm the decisions which had been made by Rhonda Leith (Chairperson) under delegated authority due to the cancellation, as a result of the ongoing poor weather conditions, of the meeting scheduled for the 28th February 2018. It was noted that the views and support of the other Board members had been sought prior to making these decisions.

Mike requested that a briefing be provided on the Treasury Management Strategy. It was agreed that this would be provided at the April Board meeting. ¹

Both Mike and Gemma expressed a wish for training on the Finance function. ²

6. Projects (Business development)

Jim referred to the projects detailed in the development pipeline and updated the Board with progress on all of them, in particular the following;

Peebles Street – Offer of grant has now been received and the association are now in a position to contract with CCG.

Site Finding – Jim advised that he has had discussions about a possible development opportunity close to Ayr town centre. Jim also advised that South Ayrshire's Health and Social Care Partnership has intimated that they might be interested in this opportunity as it might have the potential for supporting their work on the Ailsa Hospital discharge programme and other care initiatives.

Holmston House – no further update.

Bridging The Gap project – we have been invited to submit a bid for funding which would extend the project to March 2019.

Tenant Advice Hub and Office Extension – initial meeting of project group with staff, Board members and architect is scheduled for next week.

(a) Annual Corporate Plan Review

Jim highlighted the key areas of the review including the requirement to incorporate a Financial Health Check. In general, this confirmed that the association remains financially robust and well placed to continue to deliver services which meet tenant needs and expectations along with meeting our property investment commitments and obligations.

Jim then highlighted the section covering the self-assessment of regulatory compliance. Jim advised that the audit report from Karen Anderson covering this area will be available shortly.

¹ Briefing to be provided as part of the next meeting's financial report.

² Briefing to be arranged.

Jim then referred to a number of the specific Plan objectives and highlighted some of the progress that has been made along with some areas where further work is required over the coming twelve months. It was also noted that some of the objectives require to be reviewed and some may no longer be appropriate. This would be addressed in the forthcoming strategy day to support the production of a new Corporate Plan for the period from April 2019.

Frances commented that the priority for the association should be on focussing on and protecting the core areas of the business.

The Board noted the report.

7. Housing Management Activity

(a) Universal Credit Mitigation

After discussion the Board noted the actions that had been detailed in mitigation of the impact of Universal Credit on arrears levels and the actions that are being taken by Housing Management staff to assist tenants affected by the roll-out of Universal Credit.

The Board also noted the impact of the work carried out by the association's Money Advice staff.

(b) Additional Write-off

The Board approved the writing-off of the debt from the former tenant account.

8. Property Maintenance Activity

There were no items presented for consideration.

9. Financial matters

There were no items presented for consideration.

10. Operational Matters

Jim reported on the matters listed in the report.

The Board agreed that a reference to OSCR's guidance on notifiable events detailed in the Report be added to the Members Handbook.

The Board also agreed that, subject to clearance of the draft new articles by the Regulator, an EGM should be held at 5.30pm on 25 April 2018.

Supplementary report – Amendments to the Articles of Association

The Board agreed to recommend the revised articles to the membership subject to the approval of the Scottish Housing Regulator.

(a) Minutes of the Tenancy Matters Committee of 28 February 2018

The Board noted the Minute.

(b) Minutes of the Tenancy Matters Committee of 8 March 2018

The Board noted the Minute

(c) Minutes of the Health and Safety Committee of 14 February 2018

The Board noted the Minute

(d) Regulation of Social Housing

The Board considered the contents of the Scottish Housing Regulator's Discussion Paper on the Regulation of Social Housing and agreed to support the Glasgow and West of Scotland Forum of Housing Associations' (GWSF) draft response to the paper.

11. Any other business

Frances enquired as to what stage we were at with regards to the central heating installations in Whitefaulds Crescent, Maybole. David advised that the installations were due to be carried out this Spring and that he would arrange for a letter to be sent to tenants advising them of the current position.

Frances asked if we could have a look at consider planting replacement trees in one of the areas in Whitefaulds Crescent where the previous trees had been removed.

Frances enquired as to the situation regarding allowing tenants living in small flats to keep more than one large dog. Frances said that one of her neighbours had three large dogs in a very small flat. David advised that we cannot withhold permission "unreasonably" and if there was no nuisance or breach of tenancy caused as a result of the dogs then there would be an argument that it might be unreasonable to refuse permission.

Documents signed:

- The Minutes of the meeting held on 31 January 2018.

There was no other business and the meeting closed at 7.20 pm.

Signed

Dated
