

PAISLEY HOUSING ASSOCIATION

MINUTES OF THE BOARD MEETING HELD ON 25 MARCH 2019 AT 6.30 PM AT WELLMEADOW BOWLING CLUB, ARGYLE STREET, PAISLEY

Present: Eileen Graham, Karen McMillan, Ian Johnstone, Sandra Loney, Jim Weir, Scott Tsuro, Mairi Maclean, Madga Pawlik and Alison McKeown

In Attendance: Kathleen McCutcheon, Elaine Thomson, Lorna Colville, Sandra Marshall.

1. a) **APOLOGIES**

Apologies received from Saroj Bains and John Sweeney

b) **RECORD OF ANY POTENTIAL CONFLICTS OF INTEREST**

Item 10 – EVH Employers Ballot

2. **MINUTES OF THE PREVIOUS MEETING HELD ON 25th FEBRUARY 2019**

Board approved the minutes. Proposed by Jim Weir and seconded by Eileen Graham.

b) **MATTERS ARISING**

- Director informed GWSF that the Board approved the strategic objectives.

3. **Presentation from Annie McLaughlin**

Annie McLaughlin, Housing Assistant with PHA provided a very detailed presentation about her dissertation - 'Tenancy Sustainment in a Community Based Housing Association :What works?'

A copy of the presentation will be e-mailed to all Board members.

Board noted

4. **Bulk Service**

Technical Manager confirmed that Oskar is closing at the end of this week. We were given 3 weeks notice. There has been a re-structure within Kibble and Oskar does not fit into their new training plans. Stopping providing a bulk service is not being considered as an option by staff as this would have an immediate detrimental effect on our estates. We are looking to see if we can provide a service in-house from our Estates team and are also looking at the cost of using external contractors.

Board approves immediate measures to ensure an uninterrupted bulk uplift service to tenants and delegates staff to trial various options to facilitate this.

5. Oliphant Court Update

Technical Manager confirmed that we have been unable to ascertain why despite many references to 'Building Warrant' that we did not receive a formal document just an 'implied approval' our planned works from Building Control.

However we have now received a programme from CCG for work to start on 23rd April 2019 (after the Easter Monday public holiday). We can now therefore apply for a further extension from Building Control, and from our communication with them, do not foresee any issues.

Board Approved

6. 5 Year Financial Plan

Finance & IT Manager provided explanation about the few amendments. The final version of the 5 year plan will be used for the 30 year plan and also for the regulator 5 year return. It was noted there still has to be clarification from SHR as to whether the SHR want us to reflect the recent accountancy changes in our return. It was also noted, as an update, that there is also an amendment to the environmental project areas and the Financial Plan will be amended to reflect this change. In 20/21 instead of Rivers 1, this will be amended to South area. Rivers 1 will be scheduled into year 22/23 along with Rivers 2.

There was quite a bit of discussion around Orchard Street and how long the whole process was taking. The Director confirmed that we are in a difficult position as the most of the owners rent out their properties, and we believe they are in negative equity. It was noted the need for the council to either put more funding into this project or impose a Compulsory Purchase Order onto the owners. The council are having a drop in session for the owners on Wednesday afternoon.

It was noted the Financial Plan will also be updated to reflect the outturn figures to March 19.

Board Approved assumptions and amendments therein and approved the Finance and IT Manager to submit 5YFP return to SHR using these approved assumptions.

The Finance & IT Manager left the meeting.

7. Outcome of Board Appraisals

Director confirmed that upon looking at the new regulatory framework, Board appraisals are a 'big deal'. At next months meeting the Director will have a presentation to provide more detail about the new framework.

Board appraisals this year included members of the sub board of PSPS.

The appraisals provide a good indicator of how the Board and SMT work together and also show what training is required.

Board confirmed that there is no change to the Board's decision on paying members to sit on the board. Board do not see any need to pay for members to sit on our Board.

Board approved.

8. Review of Annual Events & Publicity 2018 and proposal for 2019

Director confirmed that we did produce a physical calendar this year, but going forward this will be sent via e-mail in the first instance. Two thirds of our tenants now have e-mail address and this is increasing all the time.

Board approved.

9. Assurance House Update

Director confirmed that we have still not received our Building Warrant and have therefore not gone back to the successful tender yet. Our architect believes there are a couple of minor details to be sorted, but with our experience of the Building Warrant with Oliphant Court, we do not feel this is a guarantee. We are in a tricky position as we do not want to lose the contractor. The director asked Board if we should go ahead and appoint the Contractor. Board unanimously agreed No. After discussions, it was agreed that the Director would set up a meeting with George Adams, MSP to see if he can assist us in any way.

Board approved.

10. Salary Negotiations – Employers Ballot

Board confirmed their agreement on the recommendation for salaries for 2019- 2021. The decision would be relayed to EVH.

Board approved

11. Annual Report on Entitlements, Payments, Benefits, Gifts and Hospitality

Director confirmed that there were no Entitlement, Payments and Benefits approved throughout the year. Board approved the Gifts and Hospitality register. Board member asked if this was really necessary to be seen by Board. Director said this is a Regulatory requirement.

Board approved

12. Entitlements, Payments and Benefits Policy

No change to Policy. Board approved.

Board approved

13. Code of Conduct for GB Members

Director confirmed this is an annual refresher about what the code of conduct is all about. All Board members present signed the statement of acceptance form.

Board approved.

14. Correspondence, Training and Feedback

Correspondence

- EVH monthly report e-mailed to everyone
- EVH annual report issued to everyone

Training / Events

- GWSF Annual Summer Community Regeneration Conference – Friday 21st June – to attend Jim Weir, Sandra L and Karen McM.
- EVH – Governing Body One Day Seminar Sunday -12th May – to attend – Ian Johnstone, Jim Weir & Sandra Loney

Feedback

GWSF session on Freedom of Information, which will be extended to HA's in November 2019. A report will be sent to Board around September/ October time. Sandra Marshall, Corporate Services Officer will be leading on this.

Board noted

15. AOCB

Paisley – 100 days to save Coats memorial. There is an opportunity to 'buy a brick' for £100. Board are keen to help keep this building and have approved £100 donation. To be actioned by Sandra M.

17. DONM

Next meeting is Monday 29th April 2019, at 6.30pm.

Meeting finished 8.30 pm