

PAISLEY HOUSING ASSOCIATION

MINUTES OF THE BOARD MEETING HELD ON 30 NOVEMBER 2021 AT 6.30PM

This meeting was a virtual meeting using 8x8 platform.

Present: Jim Weir, Ian Johnstone, Mairi Maclean, Karen McMillan, Michelle Hart, Saroj Bains, Laura Clark and Drew Mason.

In Attendance: Kathleen McCutcheon, Lorna Colville, and Rachel Adam

Observer: Claire French

1a) APOLOGIES

Apologies received from Neil McCall

b) RECORD ON ANY POTENTIAL CONFLICTS OF INTEREST

None

2a) MINUTES OF MEETING HELD ON 25.10.2021

Minutes of meeting agreed. Proposed by Jim Weir and seconded by Mairi McLean.

b) MATTERS ARISING

None

Board noted.

It was agreed that the order of the Agenda could be amended so that item 7 can be discussed at the end.

3) TREASURY MANAGEMENT

Head of Finance explained how they are reviewing the associations loans as new interest rates are being proposed by Bank of England. She recommended that there should be readjustments as recently more loans have been paid back and large developments have been completed. Board member and Head of Finance hold discussion around the volatility of moving interest rates in current climate but Head of Finance states that the current loans are stable and don't pose issues and association should take advantage of lower interest rates. Head of Finance proposes a review of loans to include board in decision.

BOARD APPROVED.

4) CX IMPLEMENTATION

Head of Finance looking to go live with new housing system late January – early February 2022.

Board Approved

5) MANAGEMENT ACCOUNTS

Head of Finance highlights that the budgets surplus is higher than the budget. Board member comments that the report reads well but may create a false sense of security due to associations current planned maintenance programme. Head of Finance ensures the association is in a secure financial position and recent developments coming to a close puts in in a good financial position.

Board Approved

6) BANKING PROCEDURE

Head of Finance states no major changes, only more payments being moved electronically as due to lockdown we adapted to this method.

Board Approved

7) HEAD OF TECHNICAL RETIRING

This item was taken after as the last Agenda item and only the CE and Board took part in the discussion. All others left the meeting at this point. There were several recommendations in this Report. They were all approved by the Board. It was agreed the HR Sub would pick up on progress on this at the HR Sub Committee in January 2022.

8) CALENDAR OF EVENTS

Chief Executive stated 3 meetings being held per sub committee including new development sub committee. Will review in January regarding how meetings will be held, whether virtually, in person or hybrid. Chief Executive comments regarding utilising the new board room in Assurance House and how Hybrid meetings may attract new board members. The January meeting will be held early due to tenant consultations being sent out on rent increase and planned maintenance.

Board Approved.

9) COVID UPDATE

Chief Executive started by asking if anyone had any questions regarding the report which there was not.

Chief Executive expressed concern regarding new variant of covid posing a risk to staff and looking to remain blended working with staff in office 2 days per week and

closed to public rather than increasing to 3 to minimise any risks of cases on the lead up to the festive period. Chief Executive stated it will be looked at to moving to 3 days in office from January and opening by appointment only to the public, this is in line with steps taken by other members of FLAIR.

This does not reflect what is written in the item 9 report as the new variant was announced after the report was submitted.

The board agrees this is a reasonable course of action.

Board Approved.

10) DEVELOPMENT REPORT

Chief Executive states Glenburn development is offsite and 28 of 30 properties have been signed up. 2 properties still to be complete due to adaptations and will be passed over early December.

Board member asked if repairs will be done by us or Sanctuary and chief executive states that there have been troubles linking to long hold periods on the phone and slow response time to issues reported.

Westerfield development coming offsite 6th December.

Orchard street development progressing with communications starting with commercial owners.

Foxbar development due for meeting this week but delayed due to Renfrewshire council as brief was late.

Development sub to look at any spare land the Association owns and decide if we can utilise it.

Board Noted

11) EQUALITY REPORT

Chief Executive states the Scottish Housing Regulator enquired regarding protected characteristics and representation. Association is aware we are under representing but is meeting most requirements in action plan provided.

Board expresses concerns regarding the lift in assurance house not being suitable for most wheelchairs, although the groundfloor has been adapted for disabled access. A suggestion from board member was to consider an occupational therapist to assess the lift and see if anything can be added to assist disabled users.

Board Noted

12) MINUTES FROM AUDIT SUB MEETING 15/3/21

Board noted

13) MINUTES FROM AUDIT SUB MEETING 17/5/21

Board Noted

14) MINUTES FROM PSPS MEETING 15/2/21

Board Noted

15) MINUTES FROM PSPS MEETING 17/5/21

Board noted

16)MINUTES FROM HR MEETING 19/4/21

Board noted

17) AOCB

1.Board member suggested as there is no official Christmas lunch this year, a casual get together be arranged for those looking to catch up outside meeting time. Chief Executive will arrange Corporate Services Officer to get a message out this week to try and schedule this.

2.Chief Executive advised on the information request from the SHR which asked all RSL to check SHQS compliance reporting due to widespread overlooking of an update to SHQS guidance on 1 January 2021. Basically if a property failed EESSH it could not now meet SHQS. Our recalculation found 8 properties in this category. Our reported percentage of stock meeting SHQS therefore changed from 97.04% to 96.42%.

Board noted.

Meeting ended 7.31pm