



1986-2016: Celebrating 30 years working in the community

**Barrhead Housing Association Limited
Minute of Governing Board Meeting
Thursday 23 June 2022 at 6.00pm
BHA Offices and by ZOOM**

Present

J Hamilton (Chair)	B Connelly MBE
D McKinney	D McVey
R McGuire BEM	L A Junner
P McIlvenny (Zoom – VC)	B Welsh (Zoom - VC)

In Attendance by Video Conference

L Wilson	Chief Executive (CEO)
I MacLean	Corporate Services Coordinator (CSC)
L Rice	Director of Finance and Corporate Services (DFCS)
J Ward	Director of Asset Management (DAM)
O Yiga	Interim Director of Customer Services

	Minute – BHA Governing Board Meeting
1	<p>Apologies & Sederunt Check Apologies were received from M Mukhtar, A Glasgow</p> <p>The sederunt was signed by those in attendance.</p>
2	<p>Declaration of Interest: Board and Staff No declarations of interest were made.</p>
3	<p><u>Approval of Minutes</u></p> <p>(a) Board Meeting 26 May 2022 The Board approved the minutes as a true record.</p> <p><u>Minutes for Noting</u></p> <p>(b) June 2022 Board Action tracker The Board noted the terms of the Action Tracker.</p>
4	<p>Matters Arising from Above Minutes</p> <p>The CEO confirmed that the Welfare Rights Officer will attend Dunterlie Food Share after the summer holidays. The contract with Taylor Wimpey for the Duncarnock development is expected to be completed soon.</p>

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	<p>Presentation – Our Assets</p> <p>The DAM provided the Board with a high level presentation in relation to management of our assets.</p> <p>The Board discussed and noted the content of the presentation.</p>
5	<p><u>Matters for Approval</u></p> <p>5.1 Rent Restructure</p> <p>The DFCS provided the Board with an update on progress with the rent restructure proposals, following the previous report to the Board. She took the Board through the high level implementation plan, which sets out the key work-streams, timescales and responsible officers.</p> <p>The CEO advised the Board that a few funding streams have opened up in recent months, and that a number of funding bids have been submitted to support tenants.</p> <p>The Board noted the position and approved the rent restructure implementation plan.</p> <p>5.2 Acquisitions, Disposals and Demolition Policy</p> <p>The DAM advised the Board of the terms of a new Acquisitions, Disposals and Demolition Policy, designed to give a structure to acquiring or disposing of properties in future.</p> <p>Subject to Board approval, a detailed asset appraisal model will then be developed.</p> <p>The Board approved the Acquisitions, Disposals and Demolition Policy.</p> <p>5.3 Annual Treasury Report</p> <p>The DFCS provided the Board with the updated annual view on the Association's treasury arrangements. It was confirmed that the Association is compliant with our treasury management policy.</p> <p>In response to a question from a Board member regarding, it was clarified that the BOS loan is not due to be repaid in full, but instead will switch on to a variable rate.</p> <p>The Board noted the position.</p> <p>5.4 SHR Loan Portfolio Return</p> <p>The DFCS advised the Board of the content of the SHR Loan Portfolio Return for 2021/22.</p> <p>The Board approved the return for submission to the SHR.</p>

	<p>5.5 Hybrid Working Policy</p> <p>The CSC advised the Board that a new Hybrid Working Policy has been developed, as a framework to support the new model of hybrid working.</p> <p>He explained that staff still need to be consulted on the policy, but that Board approval was being sought prior to the summer Board “recess”, to allow the policy to be consulted on and thereafter implemented as soon as possible.</p> <p>Following discussion and clarification of a few queries, the Board approved the policy for consultation with employees and implementation.</p> <p>5.6 Kitchen Replacement Tender</p> <p>The DAM advised the Board of the outcome of the recent kitchen replacement tender exercise.</p> <p>The Board approved the kitchen tender award, the appointment of ADA construction for QS services and the appointment of a clerk of works to address quality assurance, in accordance with the report recommendations.</p>
6	<p>6.1 ARC Performance Report 2021/22</p> <p>The CSC provided the Board with a summary of the ARC performance, in comparison to previous years.</p> <p>He highlighted to the Board those areas where performance has been good, and where improvement is required.</p> <p>The Board noted the report, in particular that repairs activity and section 5 referrals have been highlighted as areas where improvement is required.</p> <p>6.2 CEO Governance and Compliance Report</p> <p>The CEO took the Board through her update report highlighting the following main points:</p> <ul style="list-style-type: none"> - Office open 3 days per week – we are monitoring volume, patterns and reasons for visits - Factoring service transferring to BHA, project plan in place - New staffing structure complete with appointment of new Asset Manager - Training and development activity ongoing in light of new structure - Update given on recent stakeholder activity - Meeting took place with HSCP to discuss various matters - A review is taking place of our leased premises, including Connor Road - LHS and LDP ERC consultation(s) ongoing - Avant Homes handover has commenced, and Dealston Road is expected in August - One Board vacancy exists following D Greig's recent resignation. We will continue to seek to identify a suitable individual with the necessary

	<p>skills/background: either a customer representative or someone with a comms/social media background. This will come back to the Board</p> <ul style="list-style-type: none"> - New Council administration place within ERC. <p>In response to questions regarding development sites, the CEO confirmed that she is keen for BHA to develop site(s), should suitable opportunities arise in the future in line with our Development Policy.</p> <p>The Board noted the report and approved the changes to the Nationwide and RBS authorised signatories.</p>
7	<p>Parent Monitoring</p> <p>7.1 LPS Next meeting to be scheduled.</p> <p>7.2 Staffing and Health & Safety Sub Group Next meeting 16 September 2022</p> <p>7.3 Audit & Risk Group Next meeting is 18 August 2022.</p> <p>7.4 Development Group Last meeting took place 16 June 2022.</p>
8	<p>Health and Safety Nil.</p>
9	<p>AOB Regarding the SHAPS Pension Scheme, the DFCS advised the Board of the options proposed for the final salary pension scheme future benefits. The preferred option would have no adverse implications for Barrhead Housing. The Board was asked to feedback to the DFCS with any comments.</p> <p>The ARC is having an event on 11 August.</p>
10	<p>Date of Next GB Meeting: Thursday 4 August at 6.00pm</p>

The Minute was approved by the Board at the meeting on 4 August 2022

Signed by Chairperson: _____

Date: _____

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