

**FERGUSLIE PARK HOUSING ASSOCIATION  
MINUTES OF MANAGEMENT BOARD MEETING  
27 January 2021 at 5pm  
VIA VIDEO CONFERENCE**

**1. Welcome, Sederunt & Apologies**

**Present:**

Ian Williams	Chair
Louise McNicol	Board Member
Gary Russell	Board Member
Andy Wilson	Board Member
Jim Strang	Board Member
Sipho Bazaya	Board Member
Lucia Mumbure	Board Member
Howard Dales	Board Member

**In Attendance:**

Catrina Miller	Group Chief Executive
Cindy McNeill	Finance & Corporate Services Manager
Ivor McCauley	Head of Operations
Teresa Gallagher	Minute Secretary

**Apologies:** Andrea McLaughlan, Helen Glassford

**Absent:** None

**Leave of Absence:** None

The chair welcomed everyone to the meeting.

**2. Declarations of Interest**

2.1 None

**3. Minutes of previous meeting 16 December 2020**

The resolution was proposed by Louise McNicol and seconded by Andy Wilson.

**Resolution;** *the minutes 16 December 2020 were approved as a true and accurate reflection of the proceedings.*

**4. Matters Arising**

4.1 There were no matters arising.

## **5. Draft NTC Executive Committee Minutes 7 December 2020**

5.1 Members noted the draft minute of the NTC executive committee.

## **6. Financial Regulations**

6.1 The Finance and Corporate Services Manager (FCSM) presented the reviewed and updated Financial Regulations and members commented on the benefit of the provided tracked changes version.

6.2 Members queried the value for money statement and were satisfied this is covered in our procurement policies.

The resolution was proposed by Ian Williams and seconded by Howard Dales

***Resolution; The Management Board;***

- i) Subject to adding more detail at 10.7, approved the updated financial regulations and noted these would be circulated to the staff team and signed off by each member of staff.

## **7. Head of Operations Report**

7.1 The Head of Operation (HoO) presented his covering report and took members through the main issues contained within the report.

7.2 Members noted the progress in rental income/arrears, voids, allocations, gas maintenance checks, planned and cyclical works.

7.3 The HoO explained he was seeking delegated authority to the tender group, made up of staff, our QS advisor and members of the board to appoint a design team for the potential new build site.

The resolution was proposed by Jim Strang and seconded by Howard Dales.

***Resolution; the Management Board noted the content of the report and approved delegated authority to the tender group to appoint a design team for the potential new build site at Blackstoun Road.***

## **8. Group Chief Executives Report**

- 8.1 The Group Chief Executive presented her covering report and appendices and updated board members on issues contained within her covering report.
- 8.2 Members queried staff morale and the GCE informed them there has been more virtual interaction amongst the group with informal chat room meetings taking place and a group walking challenge which has lifted morale.

The resolution was proposed by Ian Williams and seconded by Jim Strang.

***Resolution; The Management Board***

- i. Approved the SHR Monthly Return for November 2020 in relation to COVID-19 statistic;*
- ii. Noted the association actions taken following Scotland entering into a further lockdown on the 5 January and also the on-going support to the community from both NTC and FPFA;*
- iii. Noted the commencement of the FLAIR Board Training in April 2021;*
- iv. Noted the update from EVH and Mindfulness Training available; and;*
- v. Noted the update on tripartite meeting with Renfrewshire Council and Scottish Government in relation to the Blackstoun Road site for development.*

**9. AOCB**

9.1 None

**The meeting ended at 17:50pm**

**Date of next meeting;**

31 March 2021 at 5pm

I certify that the above minute has been approved as a true and accurate reflection of the proceedings:

Signed (Chair) .....

Date.....