

**FERGUSLIE PARK HOUSING ASSOCIATION
MINUTES OF MANAGEMENT BOARD MEETING
16 December 2020 at 5pm
VIA VIDEO CONFERENCE**

1. Welcome, Sederunt & Apologies

Present:

Ian Williams	Chair
Louise McNicol	Board Member
Helen Glassford	Board Member
Gary Russell	Board Member
Andy Wilson	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, Jim Strang, Lucy Mumbure

Absent:, Siphon Bazaya

Leave of Absence: None

The chair welcomed everyone to the meeting.

2. Declarations of Interest

2.1 None

3. Minutes of previous meeting 25 November 2020

The resolution was proposed by Ian Williams and seconded by Louise McNicol.

Resolution; *the minutes 25 November 2020 were approved as a true and accurate reflection of the proceedings.*

4. Matters Arising

4.1 There were no matters arising.

5. Draft Budget 2021/2022

- 5.1 The Finance and Corporate Services Manager (FCSM) presented the proposed draft budget and took members through the main issues contained within the covering report.
- 5.2 A discussion was held around the proposed rent freeze which would also be covered later in the agenda.
- 5.3 Cindy explained the issues around the covenants and informed the Board the banks have been very supportive within the sector during this pandemic.

The resolution was proposed by Helen Glassford and seconded by Andy Wilson

Resolution; The Management Board;

- i) Reviewed the draft budget and noted a final version will be presented in February 2021;
- ii) considered and approved a rent freeze for 2021/22 and noted that no tenant consultation would therefore be required; and;
- iii) approved the draft budget subject to a covenant amendment being agreed to by our lender, Royal Bank of Scotland.

6. Proposed Rent Charge Report

- 6.1 The Head of Operation (HoO) presented the Rent and Service Charges report to seek approval from the board for a rent freeze for the year 2020/21.
- 6.2 He took members through the main issues contained in the covering report and discussed the reasoning behind a rent freeze proposal, especially in the current climate.

The resolution was proposed by Ian Williams and seconded by Louise McNicol

Resolution; the Management Board approved a rent and service charge freeze for the year 2020/21.

7. Tenant Participation Strategy Consultation Report

- 7.1 The Head of Operations presented this report on behalf of the Housing Services Manager and took members through the proposed strategy for tenant participation.

The resolution was proposed by Gary Russell and seconded by Helen Glassford.

Resolution; *The Management Board approved consultation on the Tenant Participation Strategy until Friday 15th January 2021.*

8. SHR Coronavirus Advisory Guidance for Governing Bodies

- 8.1 The Group Chief Executive Officer (GCE) presented this report for members to update members on the new guidance provided by the Scottish Housing Regulator (SHR).

Resolution; *the Management Board noted the update in guidance by the SHR in relation to the pandemic.*

9. AOCB

- 9.1 The Board queried staff welfare and how they are coping with homeworking. It was noted no staffing issues have been raised and all staff have had their workstations and display screen equipment checks carried out remotely. Members also noted staff have a virtual Christmas event on Friday which should be good for morale across the group.

The meeting ended at 17:50pm

Date of next meeting;

27 January at 5pm

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

Signed (Chair)

Date.....