

**MINUTE OF MEETING
PARTICK HOUSING ASSOCIATION BOARD
PARTICK SOUTH PARISH CHURCH, 259 DUMBARTON ROAD, GLASGOW, G11 6AB
6.30pm Wednesday 8 September 2021**

Present: Annette Bonar
David Downie
Alan Howie
Patrick McGlinchey
Leslie Milne
Janet Napthine

Apologies: Alastair Firth
Jeremy Kemp
Iain Mackenzie
Yvonne MacQuarrie
Helen Turner
Jennifer Young

Attending: Stewart MacKenzie, Chief Executive (CEO)
Jacqueline McCutcheon, Corporate Services Manager (CSM)
James Armit, Senior Corporate Services Assistant (SCSA) (Minutes)

<p>Item 1</p>	<p>Welcome The CEO welcomed everyone to the meeting.</p> <p>Apologies Apologies were noted as detailed above.</p> <p>Declaration of Interests No interests were declared.</p>	
<p>Item 2</p>	<p>Election of Chair The CEO invited nominations for the position of PHA Chair. Alan Howie was nominated by David Downie and seconded by Patrick McGlinchey. There were no further nominations. Alan Howie agreed to accept the nomination, was unanimously elected as PHA Chair and chaired the remainder of the meeting.</p> <p>The Chair thanked everyone for their attendance and for their support in nominating him to continue as Chair.</p>	

<p>Item 3</p>	<p>Election of Office Bearers Vice Chair The Chair invited nominations for the position of PHA Vice Chair. Iain Mackenzie, the current Vice Chair was currently on a leave of absence due to health issues. It was confirmed that this would be reviewed at the next PHA Board meeting.</p> <p>Secretary It was agreed that Stewart MacKenzie, in his capacity as Chief Executive and in accordance with the Group Standing Orders, would continue as Company Secretary for PHA and PWL.</p>	<p>CSM</p>
<p>Item 4</p>	<p>Committee Memberships Patrick McGlinchey advised that he would like to step down from one of the two committees he currently serves due to other commitments. This would be reviewed at the next PHA Board meeting.</p> <p>There were no further suggested changes to the committee memberships. There were no nominations for the one remaining vacancy on the Human Resources Committee, but this can be reviewed at a later date.</p> <p>The following committee memberships were agreed.</p> <p>AUDIT & RISK COMMITTEE (6 PHA members; quorum 3)</p> <ul style="list-style-type: none"> • Alastair Firth • Jeremy Kemp • Yvonne MacQuarrie • Patrick McGlinchey • Janet Napthine • Helen Turner <p>HUMAN RESOURCES COMMITTEE (5 PHA members; quorum 3)</p> <ul style="list-style-type: none"> • Annette Bonar • Iain Mackenzie - TBC • Helen Turner • Jennifer Young • 1 x vacancy <p>INVESTMENT COMMITTEE (5 PHA members; quorum 3; 3 PWL observers)</p> <ul style="list-style-type: none"> • Annette Bonar • David Downie • Alan Howie • Yvonne MacQuarrie • Patrick McGlinchey 	

	<ul style="list-style-type: none"> • Leslie Milne • John Gilbertson (PWL Observer – TBC) • William Harris (PWL Observer – TBC) • 1 x vacancy (PWL Observer – TBC) <p>HEALTH & SAFETY PANEL (5 PHA members; quorum 2)</p> <ul style="list-style-type: none"> • Iain Mackenzie - TBC • Leslie Milne 	
Item 5	<p>Code of Conduct for Potential Governing Body and Governing Body Members</p> <p>The Board:</p> <ol style="list-style-type: none"> 1. Approved the updated Code of Conduct for Potential Governing Body and Governing Body Members set out in Appendix 1. <p>Board members had been sent the Code of Conduct and Declaration of Interest forms to complete and return to the Corporate Services Manager. All members present had signed and agreed acceptance of the Code of Conduct and updated their Declaration of Interests. For those members not in attendance a paper copy has been sent.</p>	
	<p>The Chair thanked everyone for their attendance and the meeting closed at 6.50pm.</p>	
	<p>Next PHA Board Meeting</p> <ul style="list-style-type: none"> • Wednesday 10 November 2021 at 6.15pm. 	