

**MINUTE OF MEETING
PARTICK HOUSING ASSOCIATION BOARD
HELD REMOTELY USING VIDEO / CONFERENCE CALL
6.15pm Wednesday 30 September 2020**

Present: Alan Howie (Chair)
Annette Bonar
David Downie
Iain Mackenzie
Yvonne MacQuarrie
Les Milne
Janet Napthine
Jennifer Young

Apologies: Alastair Firth
Jeremy Kemp
Patrick McGlinchey
Helen Turner

Attending: Stewart MacKenzie, Chief Executive (CEO)
John McIntyre, Finance Director (FD)
James Armit, Senior Corporate Services Assistant (Minutes)

<p>Item 1</p>	<p>Chair's Welcome The Chair welcomed everyone to the meeting and thanked everyone for their attendance.</p> <p>Apologies Apologies were noted as detailed above.</p> <p>Declaration of Interest No interests were declared.</p>	
<p>Item 2 Doc 1</p>	<p>Approval of Previous Minutes PHA Board – 19 August 2020 The minute of 19 August 2020 was agreed as a true record, subject to a minor date amendment to include today's date into the next meeting date section. Following this change, on a proposal by Les Milne and seconded by Iain Mackenzie, the minute was approved.</p> <p>PHA Board – 9 September 2019 (Post AGM) The minute of 9 September 2019 was agreed as a true record. On a proposal by Jennifer Young and seconded by Yvonne MacQuarrie, the minute was approved.</p>	
<p>Item 3 Doc 2</p>	<p>Review of Action Tracker A number of the items on the action tracker had been completed or were included within the agenda for this meeting.</p>	



	The Board noted the action tracker.	
Item 4 Dec 1	<p>CEO Report</p> <p>The CEO summarised the main headlines within the report, including updates on Governance; Annual Assurance Statement 2020; New Housing Supply Update; Scottish Housing Regulator monthly returns; Coronavirus and Business Continuity and Health & Safety update.</p> <p>It was noted that due to the Coronavirus pandemic the SHR had extended the Annual Assurance Statement submission deadline from 31 October to 30 November 2020. Within the context of the Annual Assurance Statement, it was noted that since the start of 2020 we had advised the SHR of five 'Notifiable Events' which we had addressed.</p> <p>Information removed or edited due to information relating to confidential items or being commercially sensitive.</p> <p>The Board:</p> <ol style="list-style-type: none"> 1. Approved the Annual Assurance Statement 2020 as set out in Appendix 1. 2. Delegated authority to the Chief Executive to submit the approved Annual Assurance Statement 2020 to the Scottish Housing Regulator using the relevant online portal. 3. Information removed or edited due to information relating to confidential items or being commercially sensitive. 4. Delegated authority to the PHA Chair and Chief Executive, following a tendering exercise in accordance with our Procurement Policy, to appoint contractors to carry out Electrical Inspections Condition Report (EICR) Contract, Reactive Repairs Contract and Void Maintenance Contract. 5. Noted the contents of this report. 	CEO
Item 5 Info 1	<p>Committee Minutes</p> <p>The Board:</p> <ol style="list-style-type: none"> 1. Noted the content of the Investment Committee minutes of 26 May 2020 as set out at Appendix 1. 	
Item 6	<p>Review of Current Issues, Progress and Priorities</p> <p>The Chair welcomed discussion from Members on various topics, including:</p> <ul style="list-style-type: none"> • Coronavirus and Office/Staff Update; • Potential Development Sites; • Business priorities over the next few months; and • Board training requirements. 	
	The Chair thanked everyone for their attendance and contributions. The meeting closed at 7.55pm.	

Next Meeting

- PHA Board meeting: Wednesday 11 November 2020 at 6.15pm (virtually).