

**MINUTE OF MEETING
PARTICK HOUSING ASSOCIATION BOARD
Partick South Parish Church, 259 Dumbarton Road, Glasgow G11 6AB
6.30pm Tuesday 6 September 2022**

Present: Annette Bonar
Scott Crawford
David Downie
Alan Howie
Jeremy Kemp
Leslie Milne
Janet Napthine
Arlene Robertson

Apologies: Alastair Firth
Helen Turner
Jennifer Young

Attending: Stewart MacKenzie, Chief Executive (CEO)
Jacqueline McCutcheon, Corporate Services Manager (CSM) (Minutes)

Item 1	<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>	
Item 2	<p>Election of Chair The CEO invited nominations for the position of PHA Chair. Alan Howie was nominated by David Downie and seconded by Jeremy Kemp. There were no further nominations. Alan Howie accepted the nomination, was unanimously elected as PHA Chair and chaired the remainder of the meeting.</p> <p>The Chair welcomed Arlene Robertson to the Board, 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</p> <p>Vice Chair The Chair invited nominations for the position of PHA Vice Chair. David Downie was nominated by Alan Howie and seconded by Annette Bonar. There were no further nominations. David Downie accepted the nomination and was unanimously elected as PHA Vice Chair.</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>Item 4</p>	<p>Committee Memberships</p> <p>It was agreed new PHA Board member Arlene Robertson would take the vacant position on the HR Committee. There were no further suggested changes to the committee memberships.</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 • Janet Napthine • Helen Turner • 2 x vacancies <p>HUMAN RESOURCES COMMITTEE (5 PHA members; quorum 3)</p> <ul style="list-style-type: none"> • Annette Bonar • Arlene Robertson • 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 • Leslie Milne • 1 vacancy • <i>John Gilbertson (PWL Observer – TBC)</i> • <i>William Harris (PWL Observer – TBC)</i> • <i>Frances Manley (PWL Observer – TBC)</i> 	

	<p>HEALTH & SAFETY PANEL (5 PHA members; quorum 2)</p> <ul style="list-style-type: none"> • Leslie Milne • Jennifer Young 	
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 and will be required to sign before the next PHA Board meeting.</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 9 November 2022 at 6.15pm. 	