

Meeting: Minutes of Board Meeting

Meeting Date: 31 October 2023

Time: 5.30pm

Location: Virtual (MS Teams Video Conference)

Discussion

Meeting Opening

1. Welcome & Apologies

Present		Staff	
Liz McKenzie	Chair	David Byfield	Chief Executive (CEO) Company Secretary (CS)
Mark Ingram	Vice-Chair		
Richard Mahon	Board Member	Karen Fee	Director of Finance, Digital Engagement and Corporate Services (DFDCS)
Chinenye Anameje	Board Member	Peter Kelly	Director of Asset Management (DAM)
Alex Warren	Board Member	Suzanne Casey	Director of Customer Services (DCS)
Chuks Nnadi-Nnadi	Board Member	Jacqui Mills	Corporate Services Officer (CSO) (Minute Taker)
Apologies		Leave of Absence	
John Duncan	Board Member	Maureen Cope	Board Member
Sharon Richford (due to technical difficulties)	Board Member	In attendance	
		Gary Quinn	Health & Social Care Partnership
		Alison Watson	Health & Social Care Partnership

2. Declaration of Interest

None.

3. Declaration of Receipt and Understanding

Members present confirmed they read and understood the contents of the Board papers.

4. Minutes of Board Meetings for Approval

Minutes of Board Meeting 26 September 2023

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5.	<p><u>Matters Arising/ Action Sheet</u></p> <p>Action Sheet:</p> <table border="1"> <tr> <td data-bbox="177 488 823 528">Approved by: Mark Ingram</td> <td data-bbox="823 488 1458 528">Seconded by: Richard Mahon</td> </tr> </table>	Approved by: Mark Ingram	Seconded by: Richard Mahon		
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Items requiring a discussion/ approval					
6.	<p>Health and Social Care Partnership – Homelessness</p> <p>DCS welcomed and introduced Gary Quinn and Alison Watson from Health and Social Care Partnership to the meeting to provide an update on current Homelessness in the city. He advised that there is a 13% increase in homelessness in Glasgow, as a consequence of covid and also people seeking asylum. COSLA have advised of a potential 1400 asylum seekers who will require Mears accommodation in the city. As yet that has not materialised and the city would not be able to cope with that level of demand. HSCP are engaging with the Home Office to advise that they cannot cope with the numbers proposed. Asylum seekers can submit applications for residency anywhere in the UK and Glasgow is one of the dispersal areas.</p> <p>At the moment just over 41% of lets are going to homeless households. A lot of investment has gone into understanding the data and turnover of lets and homeless demand. Gary advised that there has been great joint working between Ardenglen and Turning Point Scotland to prevent homelessness.</p> <p>The Chair thanked Gary and Alison for their presentation and they left the meeting at 5.50pm.</p>				
7.	<p>CEO Report</p> <p>CEO presented his quarterly update report advising that he has been exploring potential for more partnership working and as a result has secured a visit from the Housing Minister, Mr McLellan, MSP on Wednesday 29 November. This will be in collaboration with several South side Housing Associations including Cassiltoun.</p> <p>CEO also proposed festive opening hours for the office, suggesting opening the office in between Christmas and New Year on Thursday 28 and Friday 29 December, 9am-1pm. The office would the reopen to the public fully from Thursday 4 January 2024.</p> <p>A wellbeing survey has been issued to the colleague team and some changes are underway in relational to the cultural issues. CEO held one to ones with all the team and the big stressors are the financial issues that the sector is facing. Many initiatives have been started to enhance wellbeing such as Big Coffee Morning in aid of MacMillan and Dress Down Days.</p> <p>CEO welcomed questions. The Board queried whether they should consider some questions to ask the Housing Minister in advance. CEO advised that as this visit is in partnership with other local Housing Associations, there will be plenty of scope for everyone to ask questions.</p>				

	<p>CEO invited DCS to provide an overview of two recent eviction cases. There is becoming a trend with single men who are not engaging with us and running into financial difficulties. A decree was granted in court and the tenant has since made contact to return his keys and also showed some willingness to make an arrangement to repay their debt.</p> <p>A second customer is at threat of losing their tenancy also as they are not coping with their tenancy and money management. The customer has not accepted offers of support from the Association in managing their tenancy and as a result another decree is being sought to end this tenancy. Both cases are single men with arrears of over £4000.</p> <p>The Board approved the Festive Opening Hours and noted the CEO Report.</p>
8.	<p>Board Training Plan 2023-24</p> <p>CSO presented the new Board Training Plan for 2023-24 advising that this should be reflective of the appraisal discussions held during July. Training on the revised Regulatory Framework will be provided in April 2024 once the new framework is implemented.</p> <p>CSO also emphasised the SHARE E Learning modules and encouraged all members to work through these at their leisure and submit a copy of their completion certificates when available.</p> <p>The Board approved the new Board Training Plan 2023-24.</p>
9.	<p>FCA – Financial Return 2023</p> <p>DFDCS presented the financial return for 2023 and sought approval to submit to the Financial Conduct Authority.</p> <p>The Board approved the Financial Return for submission.</p>
10.	<p>Share Membership Report</p> <p>CSO sought approval to remove sixteen members from the register as they no longer meet the requirements to be one. She also requested approval for three new members to be added.</p> <p>The Board approved the Share Membership Report.</p>
11.	<p>Health & Safety None.</p>
12.	<p>Correspondence None.</p>
Meeting Closure	
13.	<p>Use of Delegated Authority None.</p>
14.	<p>A.O.C.B</p>

	<p>Funding for 6 Ardencraig Street DCS advised that a funding application to Scottish Landfill Communities Fund has been successful and Ardenglen have been awarded £30,000 .</p> <p>Communities Fund DFDCS advised that£25,000 had been awarded from Communities Fund for community investment activities pre covid but had not been allocated. This money will now be utilised for 6 Ardencraig Street.</p>
15.	<p>Summary of actions/ decisions at this meeting</p> <ul style="list-style-type: none"> ➤ The Board Approved the minutes and action sheet ➤ The Board Approved Festive Opening Hours ➤ The Board Noted CEO Report ➤ The Board Approved the Board Training Plan 2023-24 ➤ The Board Approved Financial Conduct Authority Return 2023-24 ➤ The Board Approved the Share Membership Report
16.	<p>Meeting Evaluation</p> <p>The Board thanked staff for their reports and advised it was an informative meeting.</p>
17.	<p>Date and time of next meeting – 5 December 2023 in person.</p>
18.	<p>Meeting Close</p> <p>The meeting closed at 6.30 PM with a vote of thanks to the Chair.</p>