



**MINUTES OF FORTH HOUSING ASSOCIATION
 MANAGEMENT COMMITTEE MEETING HELD ON
 26th July 2021 at 7pm VIA
 VIDEO CONFERENCING**

	Present
	Gordon Mason (Chair), Linda Mason, Ann Dickson, Robert Buchanan, Colleen Sharp, James Bryce, Priscilla Maramba, Lynore MacLeod and Cllr J Thomson
	In Attendance
	Jacqueline Norwood (Part), Nicola Stobie (Part) Elisha Kimani (Part) and Margaret Glencross (Part)
ITEM	AGENDA
1	Apologies
	John Paterson
2	Declaration of Interest
2.1	The Chair asked if there were any Management Committee Members who wished to declare any interest specifically in the business of the meeting.
3	Previous Minutes
3	Management Committee minutes from 28 TH June 2021 were amended to include John Paterson as being in attendance and then approved - proposed by James Bryce and seconded by Robert Buchanan.
8	SONIA Report (item 8 on the agenda taken early)
	<p>The report was presented by Elisha Kimani.</p> <p>Committee discussed whether an immediate decision was required for this as some members would have preferred more time to discuss, however, after further explanation from Elisha committee agreed to authorise the use of SONIA as the new interest reference and to amend the current loan agreement with Nationwide. Elisha advised that any amendments would be made after consultation with a solicitor.</p> <p>Elisha left the meeting.</p>

4	Matters Arising
	<p>Colquhoun St Window tender Management Committee were asked to homologate the decision to approve the tender.</p> <p>Committee homologated the decision.</p>
5	Housing Management Report
	<p>The report was presented by Nicola Stobie and considered by Committee.</p> <p>Committee queried 43% refusal of offers. Nicola explained that what has recently been discovered is a person applying for a certain area then does not want to be housed in a specific street in the area. Housing Management are now in the process of trying to resolve this by asking at reviews if there are any specific streets they do not want to include in the application.</p> <p>Concern was also raised about the number of high complaints in town centre and Nicola provided an explanation on this.</p> <p>Nicola asked management committee if they thought there was too much information in the report, but committee preferred to have the information as it made the report self-explanatory</p> <p>The report was noted.</p>
5.1	Consent to Lease
	This was agreed .
5.2	Consent to Lease
	This was agreed .
6	Policy Reviews
6.1	Abandonment Policy
	This was approved .
6.2	Estate Management Policy
	This was approved
7	Director's Report
7.1	Annual Assurance Statement Action Plan Nicola Stobie advised that these needs updated to show actual completion dates and will be issued out to committee members.
7.2	AGM Arrangements This will be by zoom as advised at a previous meeting.
7.3	Coronavirus & Travelling Abroad There will be a paper submitted to committee next month on this.
7.4	Committee Appraisals There are still some appraisals to be carried out and arrangements for these will be made shortly.
7.5	Charter Review Members may want to provide feedback for the consultation.

7.6	<p>SHR Update Waiting for updates on equalities and human rights data collection. We currently collect equalities data on job applicants, and staff members also application for housing and tenants.</p> <p>Committee noted this report</p>
9	Correspondence
	There was none.
10	Training & Events
	Training only available via online courses.
11	Membership Applications
	Three applications received and approved by Committee.
12	Health & Safety
	<p>ACS carried out a Landlord Safety Audit and there are a couple of points requiring attention and this will be done by the end of August. Also, Paul Fraser's title needs to be amended from Manager to Officer.</p> <p>Committee noted the report and approved the action plan.</p>
13	AOCB
	<p>Nicola advised that the handover of properties at Penman Court had been delayed once more. Gordon Mason asked if the scheduled meeting on zoom for Development still suits everyone and it will still go ahead as planned.</p> <p>Nicola and Margaret left and Jacqueline joined the meeting.</p>
14	Date of Next Meeting Monday 30 August 2021.