

CUNNINGHAME HOUSING ASSOCIATION LTD

Minutes of Special Board of Management Meeting

Held on Wednesday 14th July 2021 at 2.00 pm via Microsoft Teams



PRIORITY RED – SECTION 1 – STANDING ORDER ITEM AND GOVERNANCE ITEMS		ACTION
2.	<p>6 The Group Chief Executive informed members that the original date for issuing AGM paperwork to shareholders is 30th July 2021, however given that the First Minister will make a further announcement on 3rd August 2021 for Scotland to potentially move beyond level 0 from 9th August 2021, it is proposed that the AGM paperwork will be issued on Wednesday 4th August 2021 (3 days later than originally planned). This will have no impact on the current timetable and will allow for staff to decide if the AGM will be held virtually or in the Board room on Wednesday 8th September 2021.</p> <p>The Board noted and agreed that AGM paperwork is issued on Wednesday 4th August 2021, after the First Ministers announcement.</p>	CEO
3.	<p>Declaration of Interest None.</p>	
4.	<p>Requirement of the Writing (Scotland) Act 1995 None.</p>	

PRIORITY RED – SECTION 2 – IMPORTANT ITEMS MUST BE TAKEN		ACTION
5.	<p>Residents Services Extra (CONFIDENTIAL) <i>(Confidential Report is commercially sensitive therefore has been withheld because disclosure would harm commercial interests.)</i></p> <p>The Group Chief Executive informed members that the draft report is now complete and a Special Board of Management meeting has been arranged for 29th July 2021 to discuss the report along with the 5-year financial projections.</p> <p>The Board noted.</p>	
6.	<p>Stock Transfer Opportunity (CONFIDENTIAL) <i>(Confidential Report is commercially sensitive therefore has been withheld because disclosure would harm commercial interests.)</i></p> <p>The Executive Director of Housing & Property Services referred members to the previously circulated report detailing a potential stock transfer opportunity.</p> <p>The Executive Director of Housing & Property Services confirmed that the location of these properties is ideal for management purposes being in Ardrossan where it is the Association's largest area of operation.</p> <p>Board members queried if any of the properties had any part ownership in place and if there had been any reports of anti-social behaviour in the area. It was confirmed that there was no part ownership in place as this was not available at the time the properties were built and the Association is not aware of any anti-social behaviour however this will be taken up as part of due diligence. Board members enquired if there is a demand for the type/size of properties in this location. The Executive Director of Housing & Property Services confirmed the</p>	

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PRIORITY RED – SECTION 2 – IMPORTANT ITEMS MUST BE TAKEN		ACTION
	<p>Association has a healthy waiting list for this type/size of property.</p> <p>The Board of Management agreed the following:</p> <ul style="list-style-type: none"> • Approved the proposal in principle to transfer stock. • Remitted the Executive Director of Housing and Property Services and Executive Director of Finance and Corporate Services to liaise with and carry out due diligence and report back their findings and recommendations. 	<p>Ex Dir H&PS & Ex Dir F&CS</p>
7.	<p>SFHA Model Rules / CHA Rule Change</p> <p>The Group Chief Executive referred members to the previously circulated report detailing the proposed rule changes for CHA, which had been discussed and agreed by the Board on 1st July 2021.</p> <p>Proposed Additional Rule</p> <p>4.3.1.12 he/she is the spouse, partner, child (including adopted child or step Child), parent, parent-in-law, grandparent, grandchild or sibling of a Committee Member or of a governing body member of any other Organisation in the Group.</p> <p>The Board of Management accepted the proposed new rules and agreed for the amended rulebook to be presented to all share members at the Special General Meeting on 8th September 2021 prior to the AGM.</p>	<p>CEO</p>

PRIORITY ORANGE – SECTION 3 – ITEMS TO BE TAKEN, TIME PERMITTING		ACTION
	None.	

PRIORITY GREEN – SECTION 4 – ITEMS FOR INFORMATION ONLY		ACTION
	None.	

The Meeting then closed at 2.20 pm.

	Signature	Date
Approved to Proceed to Chairperson for Sign-Off:		09/08/2021
Approved for Circulation By:		09/08/2021
Proposed By:		
Seconded by:		