

West Whitlawburn Housing Co-operative

Management Committee Meeting of 28th June 2021 at 6.30 p.m.

Meeting to be held via MS Teams

Agenda

	Agenda Item	Type of Report
1	Apologies	Verbal
2	Confidentiality	Verbal
3	Declaration of Interests	Verbal
4	Previous Minutes a) Management Committee meeting of 24 th May 2021 b) Signing of Minutes	Written
5	Matters Arising from Previous Minutes	Verbal
	Actions from Previous Meeting Report	Written
6	Sub Committee Minutes and Referrals	None
7	Correspondence a) Information b) Decision	None
8	Delegates Reports and Affiliated Organisation Information a) Employers in Voluntary Housing (EVH) b) Glasgow West of Scotland Forum of Housing Associations (GWSF) c) Scottish Federation of Housing Associations (SFHA)	Written Verbal Written
9	Governance and Assurance a) Management Committee Training Plan b) Notifiable Events c) Schedule of External Submissions 2021/22 d) Review of Rules	Written Written Written Written
10	Regulation a) Scottish Social Housing Charter Review b) Covid Data Returns	Written Written
11	Director Report and Targets	Written
12	Property Services a) Electricity Supply Contracts b) Landlord Health and Safety c) Fire Safety Review	Written Written Written
13	Tenancy Services a) Arrears Monitoring Report b) SVPR Let	Written Verbal
14	Corporate Services a) Gas Supply Contracts b) Bank Signatories and Authorised Contacts	Written Written

	c) Policy Review – Insurance Policy d) Policy Review – Bad Debt Write Off Provision	Written Written
15	Policy Review a) Risk Management Policy and Strategy	Written
16	East Whitlawburn a) Legal agreement b) Loan Finance	Verbal Verbal
17	Internal Audit Appointment	Written
18	Any Other Competent Business	Verbal
19	Date and Time of Next Meeting 26 th July 2021 at 6.30 p.m	Verbal
	Confidential Items – Closed Session	