

## West Whitlawburn Housing Co-operative

**Management Committee Meeting of Tuesday 28<sup>th</sup> September 2021 at 6.30 p.m.**

**Meeting to be held in Whitlawburn Community Resource Centre**

### 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 23 <sup>rd</sup> August 2021 b) Management Committee meeting of 9 <sup>th</sup> September 2021 c) Management Committee meeting of 13 <sup>th</sup> September 2021 d) Signing of Minutes	Written Written 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	Verbal Verbal
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 Verbal
9.	Governance and Assurance a) Mulholland Housing Consultancy – Assurance Review Report b) Draft Annual Assurance Statement c) Management Committee Training Plan – dates for approval d) Notifiable Events e) Schedule of External Submissions 2021/22 f) Review of Rules	Written  Written Written Written Verbal
10.	Management Committee Annual Appraisals Director Appraisal	Written Verbal
11.	Regulation a) Scottish Social Housing Charter Outcomes and Landlord Report	Written
12.	Director Report and Targets	Written
13.	Property Services a) Property Sub Committee Meeting 18 <sup>th</sup> October 2021	Verbal
14.	Tenant Services	Verbal

15.	Corporate Services a) Annual Financial Statements and Report	Verbal
16.	Office Christmas/New Year Closure	Written
17.	SGM / AGM Outcomes a) Draft SGM Minutes b) Draft AGM minutes	Written Written
18.	Policy Review SFHA Governance Guidance a) Committee Code of Conduct b) Protocol for Managing and Alleged Breach c) Staff Code of Conduct d) Membership Policy	Written Written Written Written
19.	East Whitlawburn a) Legal agreement b) Loan Finance c) Road Construction	Verbal Verbal Verbal
20.	Any Other Competent Business	Verbal
21.	Date and Time of Next Meeting 25 <sup>th</sup> October 2021 at 6.30 p.m	Verbal
	<b>Confidential Items – Closed session</b>	