

West Whitlawburn Housing Co-operative

Management Committee Meeting of Tuesday 27th September 2022 at 6.30 p.m.

****Please note change of day due to public holiday****

Meeting to be held in Whitlawburn Community Resource Centre

Agenda

Agenda Item		Type of Report
1	Apologies	
2	Confidentiality	
3	Declaration of Interests	
4	Equalities and Human Rights	
5	Previous Minutes	
(a)	Management Committee meeting of 29 th August 2022	Approval
(b)	Management Committee meeting of 10 th September 2022	Approval
	Signing of Minutes	
6	Matters Arising from Previous Minutes	Monitoring
	Actions from Previous Meetings Report	
7	Sub Committee Minutes and Referrals	
8	Correspondence	
(a)	Information	
(b)	Decision	
9	Delegates Reports and Affiliated Organisation Information	
(a)	Employers in Voluntary Housing (EVH) – Monthly Report	Information
(b)	Glasgow West of Scotland Forum of Housing Associations (GWSF)	Information
(c)	Scottish Federation of Housing Associations (SFHA) - Rent Control Briefing	Information
10	Governance and Assurance	
(a)	Schedule of External Submissions 2022/23	Monitoring
(b)	Management Committee Training Plan	Monitoring
(c)	Governance, Recruitment and Succession Planning	Update
(d)	Director Appraisal	Information
11	AGM Outcomes	
(a)	Minutes of AGM 10 th September 2022 (draft)	Information
(b)	Management Committee paperwork: Code of Conduct Declaration of Interests Equality monitoring Contact details	Monitoring

(c)	Committee Performance Reviews	Decision
12	Regulation	
(a)	ARC Outcomes – Landlord Report	Update
(b)	Assurance compliance Report	Information
(c)	Annual Assurance statement (draft)	Information
13	Director Report and Targets	Update
14	Property Services	No items
15	Tenancy Services	
(a)	Arrears monitoring	Monitoring
(b)	Bad debt write off	Approval
16	Corporate Services	
(a)	Privacy Policy - Retention Schedule Update	Approval
(b)	Office Opening – Festive Period	Decision
17	Budget and Rents 2022/23 Financial Projections	
18	East Whitlawburn	
(a)	Loan Finance	Update
(b)	Progress Report	Update
19	Policy Reviews	
(a)	Sustainability Policy	Approval
(b)	Financial Regulations	Approval
(c)	Stress Management Policy	Approval
20	Any Other Competent Business	
21	Date and Time of Next Meeting Monday 24 th October 2022 at 6.30 p.m	
	Closed Session – Confidential Items	