

LISTER HOUSING CO-OPERATIVE LTD

**Minutes of the Management Committee Meeting held on Tuesday 27 July 2021
at 7.30pm (held virtually using Google Meet)**

Committee Members present: J McCuaig, A McDonald, J-L Addams, S Baxter, M Gunn, J Leith, C Littlewood, M Midgley, J Renton, L Alexander, C Goodwin.

In attendance: A Cant (Director), M Stolarek (Housing Officer).

7.30 PM MAIN MEETING

ITEM	DECISION/ACTION
1 CONFIDENTIAL BUSINESS There was no confidential business.	
2 APOLOGIES FOR ABSENCE & RULE 40.3 ATTENDANCE There was an apology from D Todorova, L Bald; and F Dodds (Housing Assistant). No one affected under Rule 40.3 (attendance clause in Rules).	<i>Noted</i>
3 DECLARATION OF INTERESTS There were no declarations of interest.	
4 TOPICS FOR ANY OTHER BUSINESS There was one item to be raised as AOB.	
5 MINUTES OF THE PREVIOUS MEETING J-L Addams proposed, seconded by A McDonald, that the minutes of the previous meeting be accepted as a true record, and this was agreed.	<i>Approved</i>
6 MINUTES OF THE RECRUITMENT SUB GROUP MEETINGS OF 30 JUNE AND 14 JULY 2021 These minutes were noted.	<i>Noted</i>
7 MATTERS ARISING Item 16 - EVH have now supplied a similar guarantee to that offered by the other agency. Item 19(2) - The Principal of George Heriot's School has responded saying that as she is retiring shortly, she will refer it to her successor who starts in August. He will need to liaise with other senior team leaders before a reply can be compiled.	<i>Noted</i> <i>Await detailed reply before deciding on future action</i>

- 8 OFFICE BEARERS' REPORT
- The Director discussed the report regarding the Surveyor consultancy and the Sub Group approved the fee cost. *Noted*
- 9 PROPOSED NEW 2020 RULES - NON-CHARITABLE
- The Director gave a brief update on the complaint to the FCA, which is under review but no outcome date known as yet. These non-charitable rules are the same as in the version agreed in November 2020 but with the charitable bits removed. It was agreed to use these rules for the SGM if the charitable rules issue is not resolved by then. *Approve draft non-charitable rules for use if appropriate*
- 10 EESSH2 REPORT
- The report is self-explanatory and Lister will continue to work on meeting EESSH and plan as much as possible for EESSH2, given our limited options here. *Report noted*
- 11 DATA PROTECTION COMPLIANCE AUDIT REPORT 2021
- The report was considered and the progress noted. The various matters would be progressed. The good work of RGDP and the DPO specialist was appreciated. There was a discussion about the forthcoming Equalities data gathering guidance. *Report welcomed*
- 12 ASSURANCE STATEMENT 2021 - FIRST REPORT
- The report was discussed and the position noted. There will be further reports over the next three months. *Noted*
- 13 HOUSING OFFICER'S REPORT
- 1) **Arrears.** June arrears were £26,112 a decrease of £2,840 compared to May 2021. *Noted*
- Former Tenant Arrears.** No change to the sums owing. *Noted*
- 2) **Individual arrears.** These were outlined in detail by the HO. The Committee agreed with the recommended actions and noted the other cases. *Noted and actions approved*
- 3) **Void.** Two properties were void in June. *Noted*
- 4) **Allocations.** There were no lets in June. *Noted*
- 5) **Overdue gas services.** There were no overdue services since the previous meeting. *Noted*
- 14 DIRECTOR'S REPORT
- 1) **Planning the AGM.** The proposals described by the Director were agreed. The 'goody bags' would be finalised in due course. *Proposals approved*

- 2) **Nine-year rule assessments.** To be organised *To organise*
- 3) **Succession planning and the AGM.** This was discussed productively *Noted*
- 4) **Recruitment.** Progress welcomed. *Welcomed progress*
- 5) **Progressing the Options Appraisal plan.** Noted *Noted*
- 6) **Adaptation grant.** This was noted *Noted*
- 7) **Pension Debt-on-withdrawal.** Noted *Noted*

15 MEMBERSHIP

- 1) **Applications.** Committee noted the following application had been approved. *Noted*

Member no.	Address	Approval date	Date of start of membership
937	Lauriston Place	29.6.21	1.7.21

- 2) **Cancellations.** Committee approved the following cancellations of membership: *Approved*

Member no.	Address	Reason	Cancellation date
891	Lauriston Place	Left Co-op	26.7.21

16 ANY OTHER BUSINESS

The one item was raised as AOB - the flyer from someone seeking a mutual exchange. It was explained this was just someone very keen to seek an exchange partner.

The meeting closed at 9.05pm.