

## West Whitlawburn Housing Co-operative

**Management Committee Meeting of 24<sup>th</sup> May 2021 at 6.30 p.m.**

**Meeting to be held via MS Teams**

### Agenda

	Agenda Item	Type of Report
1.	Apologies	
2.	Confidentiality	
3.	Declaration of Interests	
4.	Previous Minutes a) Management Committee meeting of 26 <sup>th</sup> April 2021 b) Signing of Minutes	Written
5.	Matters Arising from Previous Minutes  Actions from Previous Meeting Report	Written
6.	Sub Committee Minutes and Referrals	None
7.	Correspondence a) Information b) Decision EVB – SHAPS Event Not Miss Whitlawburn – Sponsorship request	Written Written
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)	
9.	Governance and Assurance a) Management Committee Training Plan b) Notifiable Events c) Schedule of External Submissions 2021/22 d) Review of Rules e) Assurance Action Plan - Progress Report	Written Written Written Verbal Written
10.	Regulation a) Annual Return on the Charter b) Covid 19 Quarterly Return 2021/22	Written Written
11.	Director Report and Targets	Written
12.	Tenancy Services a) Arrears Monitoring Report b) Homeless Persons Accommodation – Extension request	Written Written
13.	Corporate Services a) Quarterly Management Accounts – Q4 2020/21 b) Policy Review – Cost Centre Apportionment c) WCRC Service costs and Minute of Agreement	To Follow Written Written

	d) Homeworking Policy	Written
14.	Communications Code Review	Written
15.	East Whitlawburn a) Legal agreement b) Loan Finance	Verbal Verbal
16.	Business Plan Delivery Plan Progress Report	Written
17.	Any Other Competent Business	
18.	Date and Time of Next Meeting 28 <sup>th</sup> June 2021 at 6.30 p.m	
	<b>Confidential Items – Closed Session</b>	