

MINUTES OF THE 544TH MANAGEMENT COMMITTEE MEETING OF WILLIAMSBURGH HOUSING ASSOCIATION, HELD ON FRIDAY, 12TH JANUARY 2024 AT 3:30PM AT THE GLYNHILL HOTEL, RENFREW.

PRESENT:

J. Scott	Chairperson
M. Symons	
Cllr. M. MacLaren	
T. Thomson	
R. Coelho	
D. Eadie	
C. Henry	
J. Kerr	

OBSERVERS:

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IN ATTENDANCE:

J. Grant	Chief Executive Officer
L. Reynolds	Head of Property Services
L. Ramsay	Head of Finance & Corporate Services
L. Ferrie	Head of Housing
G. Scott	Head of Development

1. (a) Apologies

Apologies were received from A. Ballantine and E. McDermott (Committee members).

(b) Declarations of Interest

Cllr. M. MacLaren declared an interest in item 4, relating to Renfrewshire Council and would not participate in the item.

D. Eadie declared an interest in item 3 and would not participate in the item.

In response to a question regarding close relationships of Committee members, J. Grant reminded members that it was important to keep their individual register of interests up to date if there was any material change between each annual declaration.

2. (a) Minutes of Management Committee Meeting: 29.11.23 (No.543)

The minutes of the Management Committee meeting held on Wednesday, 29th November 2023 (No.543) were proposed correct, on a motion proposed by T. Thomson, seconded by M. Symons.

(b) Matters Arising

There were no matters arising.

3. Procurement of Maintenance Services

L. Reynolds presented the report, providing an outline of the tender process used to secure a new contract to deliver the cyclical Gas Service and Maintenance Contract. A supplementary tender report was provided by ADA Construction Consultants Ltd. who facilitated the Gas Service and Maintenance tender exercise. The preferred bid will bring a saving on the current contract, which supports the on-going focus on delivering value for money for the Association.

A member thanked L. Reynolds for the report and welcomed the saving. It was good to see that effective procurement can reduce costs, even in the current inflationary context.

The recommendations were approved - to agree to accept the Most Economically Advantageous Tender (MEAT) and to authorise staff to instruct acceptance of the tender and progress the works – proposed by Cllr. M. Maclaren, seconded by M. Symons.

4. New Build Update (Verbal)

G. Scott provided an update on progress with the Cartha Crescent development. Engagement is continuing with the Scottish Government to finalise the grant offer and with Renfrewshire Council to finalise the land purchase. There are not expected to be any issues with either activity, but both are taking longer to conclude than expected. It is also anticipated that the first “buy-back” through the Rental Off the Shelf (ROTS) programme will conclude by the end of January, delivering the Association’s first open market purchase for several years.

The Committee noted the update.

5. Any Other Business

There was no other business for the Committee's consideration.

6. Date and Time of Next Meeting

J. Scott thanked everyone for their attendance and advised that the next scheduled meeting of Williamsburgh Housing Association's Management Committee would be held on **Wednesday, 14th February at 6:00 pm (Hybrid)**.

CHAIRPERSON:

DATE: