



# MINUTES OF BRIDGEWATER HOUSING ASSOCIATION

## BOARD MEETING

**Venue:** Bridgewater Housing Association Offices, 1<sup>st</sup> Floor  
Bridgewater Shopping Centre, Erskine.

**Date:** Wednesday 18<sup>th</sup> December 2019

**Time:** 5.30pm (Exec to meet at 5.00pm)

**Present:**

Alastair Morris Chair, Heather Stirling Secretary, Aileen Naismith Board Member, Rab McNally Board Member, John Paterson Board Member, Ken McIntosh Board Member, Jim Sheridan Board Member, Suzanne Austin Board Member

**In attendance:**

Ian McLean Chief Executive, Angie Kennedy Head of Finance, Scott Currie Corporate Services Manager, Ruth Brogan Head of Housing and Customer Service, Gordon Birrell, Financial Adviser Chiene and Tait.

Item	Details	Action
<b>1.</b>	<b>Welcome and Chairs remarks</b>	
	The Chair welcomed everyone to the meeting and confirmed that members had received their papers on time. He also introduced Gordon Birrell from Chiene and Tait who had been invited to the meeting to talk to his Pensions Paper and to provide independent advice to the Board on future pension offer options.	
<b>2.</b>	<b>Apologies</b>	
	Apologies were received from Denise Love, Steven Webster and Craig McGarry.	
<b>3.</b>	<b>Declarations of Interest</b>	
	Members were invited to declare an interest in any of the items on the agenda, in terms of the Association's published policy.	
<b>3.1</b>	The Chief Executive indicated that, given that all of the senior staff are members of the pension scheme and there is a clear conflict of interest, the Leadership Team would remain in attendance during the pensions presentation at item 6 in order to answer any questions which may be particular to Bridgewater, but that they would leave the room during the Board's deliberations and decision making.	
<b>4.</b>	<b>Minute of the Board Meeting held on 27<sup>th</sup> November 2019</b>	
	Members were invited to consider the minute of the Board Meeting of 27 <sup>th</sup> November 2019.	
<b>4.1</b>	Members approved the minutes as a correct record of the meeting as <b>PROPOSED</b> by	

	A Westrop and <b>SECONDED</b> by A Naismith.	
<b>MATTERS ARISING</b>		
<b>5.1</b>	<b>At item 15.1</b> - The Chief Executive indicated that the current schedule of meetings mean that there is no Board meeting in the new year until the middle of February. The Scheduled January meeting is a Scrutiny Sub Committee meeting. Accordingly he requested and was granted permission for this meeting to be a joint Board/Scrutiny committee meeting.	
<b>5.2</b>	<b>At item 19.1</b> - The Board approved the use of the seal in respect of the membership certificate for [REDACTED] which was approved at the last Board meeting.	
<b>MATTERS FOR APPROVAL</b>		
<b>6.</b>	<b>Pension Provision Up-date</b>	
	<p>The Chief Executive reminded members of the discussion which took place at the last Board meeting when he introduced, briefly the report prepared by Chiene and Tait on the current state of play with regard to the Pension Scheme. He had distributed the report and gave some background to the report. He also explained that given the technical nature of the information, members were encouraged to contact him if there was anything they didn't understand or wanted more clarification on. No member contacted him between the meetings.</p> <p>He then introduced Gordon Birrell from Chiene and Tait who were commissioned to update a previous report that they had completed for the Board on the general condition of the pension scheme and on Bridgewater's liabilities and possible options.</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
<b>6.1</b>	<p>Following the Board's deliberation, the Board</p> <p>[REDACTED]</p>	

6.2	[REDACTED]	
6.3	[REDACTED]	
6.4	[REDACTED]	
<b>7.</b>	<b>Interim Asset Management Strategy</b>	
	The Chair reported that the Chief Executive had hoped to have the strategy ready for this meeting, however he had had to deal with some family issues recently and therefore had run out of time. The strategy will be considered by the meeting in January 2020.	
<b>7.1</b>	Members <b>NOTED</b> the position.	
<b>MATTERS FOR CONSIDERATION AND NOTING</b>		
<b>8.</b>	<b>Register of Declarations of Interest</b>	
	Members were requested to consider the Register of Interests, the purpose of which is to provide transparency in relation to any potential conflicts of interest which may arise because of member's ownership of property, financial interests, relationships etc. Members had been asked to up-date the Register which will be made available on request through our FOI Publication Scheme. There were a number of changes noted to the register during the meeting and the Chief Executive indicated that he would make these known to the Office Administrator. He reminded members that it is their responsibility, (in terms of the Code of Conduct) to keep the Register up to date.	
<b>8.1</b>	Members <b>NOTED</b> the Register.	
<b>9.</b>	<b>Minute of Housing Support Services Sub Committee of 4<sup>th</sup> December 2019</b>	
	Members were asked to note the minute of the 4 <sup>th</sup> December Housing Support Services Sub Committee. The Chief Executive apologised to members of that committee over the confusion about issuing papers, which were late and confirmed that steps are being taken by the Head of Housing and Customer Service to determine what happened and to ensure that this does not happen again.	
<b>9.1</b>	Members <b>NOTED</b> the minute.	
<b>MATTERS FOR BRIEFING AND INFORMATION ONLY</b>		
<b>10</b>	No matters.	
<b>REGULATORY ISSUES</b>		
<b>11</b>	<b>Notifiable Events</b>	

<b>11.1</b>	No matters.	
<b>ADMINISTRATION</b>		
<b>12.</b>	Issues which the Chair has agreed as urgent	
<b>12.1</b>	No issues.	
	Meeting concluded - 7.30pm Date of next meeting - 29th January 2020	

Signed: \_\_\_\_\_(Chair)