hebridean housing partnership

Making our house your home

ITEM NO 3.1.2

HEBRIDEAN HOUSING PARTNERSHIP

Board

Minutes of Meeting held in the Stornoway Town Hall on Thursday, 1 September 2022 at 1:00pm

ITEM	DISCUSSION
	PRELIMINARY PROCEDURAL MATTERS
1	**Attendance & Apologies** Present: Calum Mackay, Roddy Nicolson, Helen Mackenzie, Iain M Macleod, Gordon Macleod Apologies: Iain Macmillan, Alison MacCorquodale, Norman A Macdonald, Finlay Stewart, Donald Macsween, Alex Gardner Staff & Consultants In Attendance: Dena Macleod, John Maciver, Donald Macleod, Iona France, Jonathan Fairgrieve
2	**Date of Next Meeting** The date of the next meeting will be 22 November 2022.

	ITEMS FOR DECISION
3.1	**Election of Chair** The Company Secretary called for nominations for the Chairperson's position following the AGM held earlier in the day. Iain Macmillan was nominated by Calum Mackay and this was seconded by Helen Mackenzie. **There were no other nominations. Iain Macmillan was appointed to the position of Chairperson in his absence.**
3.2	**Election of Vice Chair** In the absence of the Chair, the Company Secretary called for nominations for the position for Vice Chair. Calum Mackay was nominated by Gordon Macleod and this was seconded by Roddy Nicolson. **There were no other nominations. Calum Mackay was appointed to the position of Vice Chairperson**
3.3	**Election to Standing Committees** The Vice-Chair called for nominations for the Audit & Risk Committee. Six Board Members are required to sit on Committee. **It was agreed the Audit & Risk Committee members be:** • **Roddy Nicolson;** • **Calum Mackay;** • **Gordon Macleod;** • **Helen Mackenzie;** • **Iain M Macleod; and** • **Norman M Macdonald.** **It was agreed that Gordon Macleod and Calum Mackay be appointed to the Joint Consultative Committee.**

3.4	<u>Work Groups</u> **It was agreed that the Work Groups would be as follows:** <u>Asset Management Working Group</u> • Roddy Nicolson; • Calum Mackay; • Iain Macmillan; • Norman A Macdonald; • Donald Macsween; • Finlay Stewart; and • Helen Mackenzie <u>Finance</u> • Iain Macmillan; • Calum Mackay; • Gordon Macleod; • Helen Mackenzie; and • Alison MacCorquodale. <u>Housing Management</u> • Alex Gardner; • Donald Macsween • Alison MacCorquodale • Finlay Stewart; • Roddy Nicolson; and • Gordon Macleod. <u>Remuneration Work Group</u>: • Iain Macmillan; • Roddy Nicolson; • Helen Mackenzie; • Alison MacCorquodale; and • Alex Gardner.
3.5	**It was agreed that the Spokespersons would be as follows:** Development: Iain Macmillan Tenant Liaison & Housing Management: Alex Gardner Repairs & Investment: Calum Mackay Finance: Iain Macmillan/Calum Mackay
3.6	**<u>Election of HHP Community Housing Ltd Board</u>** The Vice-Chair called for nominations for the Board of HHP Community Housing Ltd. **It was agreed the Board of HHP Community Housing Ltd be:** • **Roddy Nicolson** • **Calum Mackay** • **Gordon Macleod** • **Iain M Macleod** • **Norman M Macdonald** • **Donald Macsween**
3.7	**<u>Decisions Involving Staff or Board Members</u>** The report sought approval for a house to be allocated to connected persons of the Partnership. **The Board approved the tenancy of a 4 apt house at 18 Nicolson Road, Stornoway, Isle of Lewis be allocated to a connected person of the Partnership.**

ITEMS FOR NOTING	
4.1	**<u>Schedule of Meetings 2023</u>** The Company Secretary presented the draft Schedule of Meetings 2023 for noting. The final schedule will be prepared in accordance with CNES Schedule of Meetings. The final schedule will be presented to the meeting on 22 November 2022 for approval. The provisional Board Meetings for 2023 are: 8 February 2023 29 March 2023 24 May 2023 28 June 2023 23 August 2023 21 November 2023 **The draft Schedule of Meetings 2023 was noted.**

Chairperson Iain Macmillan

SIGNED ……………………………………………………….

DATE ……………………………………………………….