

**CUBE HOUSING ASSOCIATION LIMITED**  
**MINUTES OF THE SPECIAL MANAGEMENT BOARD MEETING; No. 179**  
**AT SKYPARK 5, LEVEL 3, 45 FINNIESTON STREET, GLASGOW**  
**14<sup>TH</sup> SEPTEMBER 2009 6.00 P.M.**

**Present:** Gordon Scott, Chairperson  
 Jackie Barnes, Board Member  
 Rena Ross, Board Member  
 Maureen Carroll, Board Member  
 Bob Turnbull, Vice Chairperson  
 Alan MacKenzie, Board Member  
 Alan Ferguson, Board Member

Michael Paton, Vice Chairperson  
 Liz Ruine, Board Member  
 Susan Holms, Board Member  
 Frank Macfadden, Board Member  
 Bill Steen, Board Member  
 Clare Elliott, Board Member

**13 Members present: 93%**

**In attendance:** Lynn McCulloch, Chief Executive  
 Willie Croft, Head of Regeneration  
 Carol Paton (item 3.1)  
 Kate Miller, Executive Officer (minutes)

		<b>ACTION</b>
<b>1.</b>	<b>APOLOGIES</b>	
	Apologies were received from Lesley McInnes.	<b>KM</b>
<b>2.</b>	<b>DECLARATIONS OF INTEREST</b>	
	None.	
<b>3.</b>	<b>GOVERNANCE</b>	
<b>3.1</b>	<b>Risk Management – Strategic Risk Register 2009/11</b>	
	<p>Gordon Scott introduced Carol Paton of Paton Independent who would facilitate the discussion on Risk Management. Carol thanked the members for inviting her to help with the process and she made a short presentation to the Board in which she outlined the Boards' responsibility for risk management. She highlighted the six Cube strategic objectives and the previously agreed strategic risk register for 2009/11. She then co-ordinated discussion and feedback from groups of members and staff. Feedback from the sessions was collated under headings of a) top five risk issues and b) points for addition, amendment or clarification. The Chief Executive undertook to include these into an amended Strategic Risk Register.</p> <p>The Management Board:</p> <ul style="list-style-type: none"> <li>• <b>reviewed</b> the Strategic Risk Register for 2009/11 in line with the risk management policy.</li> </ul>	<b>LMCC</b>
<b>4.</b>	<b>HOUSING/REGENERATION</b>	
<b>4.1</b>	<b>Wyndford Strategy</b>	
	The Chief Executive introduced the report and gave a presentation on the strategy. She confirmed the Wyndford Strategy linked in to the Corporate Plan and the Asset Management Strategy, of which she gave a brief summary. She highlighted the strategy project team was made up of staff and board members and outlined their remit. She confirmed the key themes of the proposal now presented by the project team.	

	<p>It was clarified that the strategy covered Wyndford as a whole, with phase I focusing on the four 26 storey properties. Discussion took place on the short term proposals and their costs, and the Head of Regeneration confirmed that spending for a large part of the proposals would need to be fitted into a long-term asset management strategy and that there were a large number of possible projects related to, for example, energy, health and safety, modernisation and the SHQS requirements that also may need to be provided for from the same budget. There was a discussion about the desirability of some additional alterations, e.g. to provide privacy within currently shared balconies, which were not required to meet the SHQS. The Chief Executive suggested it may be an option to discuss the scope for extending the SHQS target timescales with the Regulator at the meeting due in October. Alan Ferguson asked about the timescale involved in costing the options. The Chief Executive confirmed options would be costed in time to be included in the budget setting process that takes place towards the end of this year.</p> <p>The Management Board:</p> <ol style="list-style-type: none"> <li>1. <b>approved</b> further development of the regeneration approach as outlined in the draft strategy;</li> <li>2. <b>approved</b> the affordable early action tasks identified;</li> <li>3. <b>noted</b> that the cost of the early action tasks could be accommodated within existing budgets, and;</li> <li>4. <b>noted</b> that the Association's Asset Management Strategy will be presented to the Board in December 2009.</li> </ol>	<b>WC/ SMCL</b>
<b>5</b>	<b>REGENERATION</b>	
<b>5.1</b>	<b>Lifts up-date and Procurement of Further Works</b>	
	A confidential minute applies to this item.	
<b>6.</b>	<b>FINANCE AND CORPORATE</b>	
<b>6.1</b>	<b>RBS Pay and Advice Facility</b>	
	<p>The Chief Executive introduced the report, explaining the Royal Bank of Scotland had introduced a new web-based pay and advice service. Changing to this new service required an application form to be completed and signed on behalf of Cube.</p> <p>The Management Board:</p> <ul style="list-style-type: none"> <li>• <b>approved</b> the use of the RBS Pay and advice facility and authorised the Chief Executive and Chairperson to sign the application form.</li> </ul>	<b>LMCC</b>
<b>7.</b>	<b>ANY OTHER BUSINESS</b> None	
<b>8.</b>	<b>DATE AND TIME OF NEXT MEETING</b>	
	The next meeting will be held on Thursday 1 <sup>st</sup> October 2009 at 6 p.m. in Skypark, 45 Finnieston Street, Glasgow. Post meeting note – location changed to Wyndford Office.	

**The above minutes were read and agreed as a true record of the meeting.**

Signed..... Date.....