

Argyll Community Housing Association

Board of Management Meeting

Thursday 16th February 2017 at 10.00am in Inveraray Inn, Inveraray

Minute

Present:

Jim Milne (Chair)
Lorraine-Anne Drysdale (Vice Chair)
Douglas Prophet (Chair of Audit Committee)
Malcolm Campbell
David Carmichael
Sandra Glazsher
Cameron Grant
Danny Kelly
Councillor Donnie MacMillan
Councillor Bruce Marshall
John Muir
Councillor Richard Trail

Not in Attendance:

Neil Mackay

In Attendance:

Alastair MacGregor, Chief Executive
Bruce West, Director of Finance & IT
Linda Haig, Director of Investment & Regeneration
Colette Benham, Director of Human Resources & Corporate Services
Yvonne Angus, Regional Manager
Gayle Stead, Governance & Compliance Manager
Lesley Lindsay, PA to Board of Management

The Chair advised that Phil Burn, Managing Director of AHFA had been invited to attend the Board meeting. The Chief Executive stated he may have thought the meeting commenced at 10.30am as opposed to 10.00am.

The Chair advised the Mid Argyll & Kintyre Area Committee update contained within the Information Pack should be withdrawn. The reason for the withdrawal was that Area Committee members had not considered or approved the update.

Item 16 – 2015 Tenants Satisfaction Survey Action Plan – the Chair advised the report put forward for issuing was incorrect as it had contained filters and therefore did not contain all information required. The Chair further advised a corrected action plan had been circulated which should be referred to during the item.

Item 15 – the Chair advised the item would be considered after Item 12. He further advised the report required to be considered in advance of the Budget report.

Item 8 – 2017 Pay Award – the Chair stated that all staff members, with the exception to the PA to the Board of Management would leave the meeting while the discussion was on going.

The Chair advised there would be four items covered under AOCB.

The Chair stated the meeting had a busy agenda and urged members to keep questions relevant. He further stated that if the meeting required to be extended, approval of the suspension of the Standing Orders would be required by a two thirds majority of Board members.

The Chair welcomed Yvonne Angus, Regional Manager to the meeting and advised she was representing the Director of Housing & Neighbourhood Services.

1.	Apologies Bob Munro, Councillor Roddy McCuish	
2.	Minute of Previous Meeting – 19th January 2017 The Board of Management approved the minute as an accurate record. Proposed by: Douglas Prophet Seconded by: Cameron Grant	
3.	<p>Matters Arising</p> <p>Page 2 – Item 3 – Councillor Bruce Marshall has not received a response as yet in relation to the enquiry he made to Argyll and Bute Council in relation to the Islands fund.</p> <p>Page 2 – Item 3 – the Director of Finance & IT circulated a summary following the IT survey carried out. He advised that 10 responses had been received.</p> <p>The Board of Management NOTED the contents of the summary of responses. The Director of Finance & IT advised he would progress the outcome of the survey, along with the IT Manager and the previously set up working group.</p> <p>John Muir stated he would prefer a paper copy. The Chair advised Board members who had indicated their preference to receive a paper copy would continue to do so.</p> <p>The Director of Finance & IT advised that in addition to the three Board members who had indicated a preference for paper copies, the eight Board members who did not respond would also continue to receive paper copies.</p> <p>The Vice Chair stated that she had only recently had her broadband connection reinstated and she was unsure of the reliability of the service.</p> <p>The Director of Finance & IT advised she could remain receiving paper copies until she was certain her broadband was reliable.</p> <p>Page 2 – Item 3 – Cameron Grant asked for an update on the position of Chair of the Mid Argyll & Kintyre Area Committee. The Chair advised he would cover the position under AOCB.</p> <p>Page 3 – Item 7 – Freedom of Information – the Chair advised an update would be provided under Item 22.</p>	<p>Bruce Marshall</p> <p>Bruce West</p>

	<p>Page 4 – Item 7 – the Chief Executive advised he had drafted an article which he intended to issue week commencing 20th February 2017 which attempted to outline the wider dynamic of housing and its benefits.</p> <p>Page 6 – Item 8 – Cameron Grant requested an update on the Council's position in relation to double Council Tax. The Director of Finance & IT advised he had just finalised drafting a list of all properties concerned which he would now present to the Council. He stated he would update the Board once a response had been received.</p> <p>Councillor Bruce Marshall stated he would be very surprised if Argyll and Bute Council were charging double Council Tax on the Torlochan Travelling Persons Site. The Director of Finance & IT advised the Council were charging double Council Tax on the site at Torlochan.</p> <p>Page 7 – Item 8 – Recommendation 2 - the Regional Manager advised that staff had met with representatives of Sandbank Community Trust. A further meeting would take place with the group to ascertain their exact requirements and also convey to the group the requirements of the Association.</p> <p>Recommendation 4 – the Regional Manager confirmed the site had closed and the Director of Housing & Neighbourhood Services was in the process of drafting the appropriate documentation to the Scottish Government, Scottish Housing Regulator and Argyll and Bute Council.</p> <p>Page 11 – Item 15 – the Chair advised a report would be provided for consideration under Item 20.</p> <p>Page 12 – Item 19 – the Chief Executive advised that no response had been received from Argyll and Bute Council in connection with the Commissioner of Ethical Standards in Public Life's decision.</p>	
4.	<p>Conflict of Interest to Declare</p> <p>Item 8 – 2017 Pay Award – the Chief Executive stated all staff members with the exception of the PA to the Board of Management would leave the meeting for the item.</p> <p>Item 14 – AHFA Budget – the Chair stated that he, along with the Vice Chair and Malcolm Campbell would declare an interest in the item. The Board were advised they would remain in the meeting for the discussion but would not take part in discussions.</p> <p>Item 25 – AOCB – Mid Argyll & Kintyre Area Committee – the Chair advised that John Muir, Donnie MacMillan, the Governance & Compliance Manager and Regional Manager would leave the meeting for the item.</p>	
5.	<p>Correspondence</p> <p>None</p>	
6.	<p>New Membership Applications</p> <p>The Board of Management APPROVED one new membership application.</p> <p>The Board of Management NOTED the current membership total of 251</p>	

	members as at 6 th February 2017.	
7.	<p>Chief Executive Presentation The Chief Executive gave a presentation covering:</p> <ul style="list-style-type: none"> • Key Issues Update • External Issues <p>The Board of Management NOTED the contents of the presentation.</p> <p>Members in attendance were provided with a copy of the presentation.</p> <p>Councillor Richard Trail asked for a reminder in relation to the ONS reclassification. The Chief Executive provided him with a reminder of the process.</p> <p>John Muir asked whether the issue in relation to bin uplifts had been resolved. The Chief Executive advised that Argyll and Bute Council had encountered difficulties with their revised uplift rota. He further advised that the Association were in discussions with the Council to try to resolve the issues.</p> <p>Cameron Grant stated the new ARC format introduced a minimum site standard for Travelling Persons Sites. The Chief Executive advised the Board had considered a report in May 2016 on the subject of the new standard. The Board were advised the formal deadline for meeting the minimum standard was December 2018 but it was hoped ACHA would meet the minimum standard in advance of that deadline.</p>	
8.	<p>2017 Pay Award Staff members, with the exception of PA to the Board of Management, left the meeting.</p> <p>The Chair of the Remuneration Committee, Danny Kelly took the Board through his report and welcomed questions.</p> <p>Cameron Grant stated the pay award had been agreed last year on a two year deal. The Chair stated the EVH pay award proposal was very similar.</p> <p>The Board of Management APPROVED a 1.8% increase to all salaries, inclusive of on-costs.</p> <p>Staff members returned to the meeting.</p>	
9.	<p>Rent Increase 2017-18 The Director of Finance & IT advised his report set out the background information to the consultation and confirmed the consultation was complete. The Director of Finance & IT took the Board through his report and highlighted a total of 58 responses had been received, which was a slight increase on the previous years' returns. The Board of Management NOTED the feedback received summarised in the report.</p>	

	<p>The Director of Finance & IT advised that in overall terms no information from the consultation had been received to prevent the Board approving the rent increase for 2017-18.</p> <p>Councillor Richard Trail asked whether all tenants had been notified of the consultation and had been given the opportunity to response. The Director of Finance & IT confirmed they had. Councillor Richard Trail stated that a 1.2% response rate was not indicative of any great concern by tenants. The Director of Finance & IT stated the response rate has been consistent over the last three to four year period.</p> <p>The Director of Finance & IT stated that a financial viability check had been carried out on tenant affordability and rent comparisons, which showed ACHA weekly rents remained lower than the average RSL weekly rent.</p> <p>The Director of Finance & IT stated the rent consultation document had assumed the December RPI to be 2.4%, making a rent increase of 3.4% but as it turned out the actual December RPI was 2.5%, which based on RPI + 1 % would equate to a rent increase of 3.5%. The Director of Finance & IT advised the Board would require to decide on the amount of increase. He further advised that an extra 0.1% increase would equate to around an additional £20k in rental income.</p> <p>The Chair of the Audit Committee proposed a rent increase of 3.5% (actual December RPI + 1%).</p> <p>Councillor Bruce Marshall stated that tenants working on the minimum wage rate may find it difficult to manage, especially if the Council increased the Council Tax level.</p> <p>Cameron Grant stated he was happy to support a 3.5% increase. Cameron asked whether a response would be issued to the tenant at Wallace Court in response to her letter. The Director of Finance & IT advised a response would be issued and further advised it was his view the tenants at Wallace Court had misunderstood the proposed rent increase and rent restructure but a response would be issued to clarify the position.</p> <p>The Chief Executive stated that where names and addresses were provided a response would always be issued.</p> <p>The Board of Management APPROVED a 3.5% rent increase to all property rentals, houses, sheltered houses, garages, garage sites, travelling persons sites, commercial properties, allotments, community benefit properties and mid-market rent charges.</p> <p>The Board of Management APPROVED Sheltered Housing services charges would only change according to the analysis of costs incurred at each complex based on the prior year known costs.</p>	
10.	<p>ACHA Management Accounts to 31 December 2016</p> <p>The Director of Finance & IT took the Board through his report and drew their attention to:</p> <ul style="list-style-type: none"> • Net rental income 	

	<ul style="list-style-type: none"> • Voids • Bad debts • Net Rental Income • Managements Costs • Responsive Repairs • Planned maintenance • Major repairs • Regeneration <p>The Director of Finance & IT stated the general day to day operating costs were largely in line with the budget and he had no significant concerns.</p> <p>Sandra Glazsher asked if bad debt would be likely to increase following the rent increase. The Director of Finance & IT advised that around 45% of rental income came from Housing Benefit. He stated it was his experience that rent increases did not contribute to an increase in bad debts.</p> <p>John Muir asked how Universal Credit would affect the Association. The Director of Finance & IT stated that benefit could still be mandated to pay rent to the landlord and he saw no reason why the situation would change.</p> <p>The Board of Management NOTED the contents of the Management Accounts.</p>	
11.	<p>AHFA Business Plan Progress Report at 31 December 2016</p> <p>The Director of Finance & IT took the Board through his report and drew members' attention to:</p> <p>Income Pay Costs All cost Items Net position</p> <p>The Director of Finance & IT stated the forecast outcome was in line with the budget provision.</p> <p>The Board of Management NOTED the contents of the AHFA Business Plan Progress Report.</p>	
12.	<p>Growing Our Own</p> <p>The Chief Executive provided Board members with the background to previous engagement between the Association, Argyll and Bute Council and schools in Argyll and Bute in recruiting from schools and the developing of the Association's own strategy.</p> <p>The Chief Executive stated he believed there was now an opportunity within the budget to revisit and commit to a four year traineeship, with one post in each of the four departments. He further stated his report was not overly prescriptive in relation to the type of traineeship as each department would have different requirements. The Board were advised the initiative would tie in with work being done by Argyll and Bute Council, the Scottish Government and Highlands and Islands Enterprise to retain young people in</p>	

	<p>the area. The Chief Executive advised the initiative would give the Association an opportunity to play a part in the wider dynamic within communities.</p> <p>The Chief Executive stated that a number of organisations had embarked upon traineeships programmes and gave the examples of Caledonian MacBrayne and United Auctions.</p> <p>The Chief Executive took the Board through the recommendations contained within his report:</p> <ol style="list-style-type: none"> 1. To approve four 4 year traineeships in the Association 2. To approve £100,000 to fund this within the budget process for the next 4 years 3. To explore avenues to mitigate the above cost through other agencies that may contribute towards traineeship provision 4. To ensure that the recruitment is legally compliant for targeted recruitment consistent with the principles of modern apprenticeship type initiatives 5. To note that this compliments Argyll and Bute Council's initiatives for population retention and increase for the Local Authority area 6. To issue a press release highlighting this initiative <p>Councillor Bruce Marshall stated it was his view the initiative was an excellent way forward which he supported 100%. He further stated while there would be a financial cost the Association, he felt it would be money well spent to encourage population retention of young people.</p> <p>The Chair of the Audit Committee stated the overall cost to the Association could be £400k to train four people who could walk away at the end of the four year period fully trained. He questioned whether the cost was worth the risk.</p> <p>Malcolm Campbell stated he supported the idea and asked if there would be any grant assistance available as he agreed with the Chair of the Audit Committee on the cost issue. The Chief Executive stated that budgetary provision had been included for the initiative and if approved by the Board, funding streams would be investigated. The Chair of the Audit Committee stated he would have preferred it if investigatory works on potential funding streams had been undertaken in advance of the meeting.</p> <p>The Chief Executive stated the cost of the initiative equated to approximately 2.5% of the overall staffing budget. He added that the £400k had been included within the draft budget and the initiative should be considered a positive within training and career opportunities.</p> <p>Councillor Richard Trail questioned why it was traineeships as opposed to modern apprenticeships. The Chief Executive stated traineeship was a wider generic term as each department would require different types of trainee. Councillor Richard Trail stated it was his view the term modern apprentice carried more kudos in terms of the Scottish Government.</p> <p>The Chair of the Audit Committee drew the Board's attention to Page 3, para</p>	
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	<p>2.3 and stated there was no guarantee beyond the 4 year period the trainee would be employed by the Association. The Chief Executive stated that was correct and was not inconsistent with modern apprenticeships models used elsewhere.</p> <p>Councillor Bruce Marshall commented that the Association had the benefit of the trainee for a 4 year period and once some training had been given, would be a very useful and worthwhile member of staff. He stated he supported the initiative.</p> <p>Councillor Donnie MacMillan stated he supported the initiative 100% as he had knowledge of how well traineeships worked. He further added the report was forward thinking.</p> <p>Cameron Grant stated he agreed with the principle and asked whether there was any way to recover costs if the trainee left early. The Director of Human Resources & Corporate Services stated the Association had a policy to recover that type of spend.</p> <p>The Vice Chair stated the Association had already used the apprentice system. The Director of Human Resources & Corporate Services advised some of the modern apprentices had secured employment with the Association as a result.</p> <p>Danny Kelly stated he agreed with the report and asked if the young person's wage was included in the cost highlighted in the report. The Chief Executive confirmed the wage cost was included. Danny Kelly added there were a number of young people who wished to remain in Argyll and Bute and the initiative would provide four young people that opportunity. He further added that the cost was not huge.</p> <p>Councillor Richard Trail asked if there would be an obligation on the trainees to attend college/further education. The Chief Executive advised the posts would not be too prescriptive and evaluation would be based on the successful applicants' qualifications. The Director of Human Resources & Corporate Services advised the Association allowed 10% of working the working week for college attendance.</p> <p>The Chair stated he would bring the discussion to a close and move to a vote on the proposal. He added it was his view that Argyll and Bute was open for business and seeking more business. He stated that if ACHA combined the Growing Our Own proposal to the 10 year anniversary decision taken ACHA would be doing as much as possible to assist with keeping Argyll and Bute open for business. The Chair stated there was budgetary provision for the initiative, the funding set aside to deliver the proposal would not stop other works progressing and the report should be given broad support.</p> <p>The Chair asked for a vote to be taken.</p> <p>In favour of proceeding with the recommendations contained within the report – 11 votes</p>	
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	<p>Against the recommendations contained within the report – 1 vote No abstentions.</p> <p>As a result of the voting process, the Board of Management APPROVED the recommendations contained within the report.</p>	
13.	<p>ACHA Budget 2017-18 The Director of Finance & IT took the Board through his report highlighting the summary of changes provided on pages 12 and 13.</p> <p>The Director of Finance & IT advised the future budget projections demonstrated normal operating cash flow in line with those previously approved by Lloyds.</p> <p>Cameron Grant commented that the font size on the back page was on the small side. The Director of Finance & IT agreed and stated he would try to find a better format to present the information in future. Councillor Richard Trail stated the problem would not exist with electronic papers.</p> <p>Councillor Bruce Marshall stated he had found the report and process easy to follow and thanked the Director of Finance & IT for making the process as simple as possible, allowing Board members to confidently make decisions.</p> <p>The Chair stated he supported the incremental approach to budget setting.</p> <p>The Board of Management APPROVED the ACHA budget for 2017-18 The Board of Management NOTED the projected budgets through to 2021-22.</p>	
14.	<p>AHFA Budget 2017-18 The Director of Finance & IT advised the budget had been considered and approved by the AHFA Board of Directors. The Director of Finance & IT took the Board through his report.</p> <p>The Chair of the Audit Committee stated he had supported the ACHA budget and would support the AHFA budget.</p> <p>The Board of Management APPROVED the 2017-18 AHFA budget subject to any changes arising from the review of the ACHA/AHFA contract renewal.</p>	
15.	<p>ACHA/AHFA Repairs Contract The Director of Finance & IT took the Board through his report, highlighting the summary background on page 2 of the report and stating there was a commitment from both ACHA and AHFA to the terms and conditions and operation and performance objectives set out in the new contract proposals.</p> <p>The Chair stated he would move the decision to a vote:</p> <p>In favour of approving the ACHA/AHFA repairs contract as set out in the report – 8 votes Against approving the ACHA/AHFA repairs contract as set out in the report –</p>	

	<p>3 votes Abstentions – 1</p> <p>As a result of the vote, the Board of Management APPROVED the ACHA/AHFA repairs contract as set out in the report.</p>	
16.	<p>2015 Tenant Satisfaction Survey – Action Plan 2016 Update The Regional Manager advised the action plan had been developed with input from all four departments. She highlighted the 2016 survey had recently been completed and the action plan would be amended to take account of any comments received.</p> <p>The Board of Management NOTED the actions taken by ACHA's Senior Management Team following the outcome of the 2015 Tenant Satisfaction Survey, as contained within the Action Plan 2016.</p>	
17.	<p>Outcome of 2016 Tenant Satisfaction Survey <u>Interim</u> Report The Regional Manager advised she was presenting an interim report based on the outcomes of the 2016 Tenant Satisfaction Survey.</p> <p>She advised just over 1400 calls had been made to achieve the participation level of 400 by ACHA staff trained to undertake surveys.</p> <p>The Regional Manager took the Board through the comments and figures contained within appendix one of the report.</p> <p>The Board of Management noted that analysis of the survey was ongoing. The Regional Manager advised an action plan would be presented to the Board at their May meeting for consideration.</p> <p>Councillor Bruce Marshall stated that early results showed an improvement on a number of the previous figures. The Chair agreed the results were encouraging.</p> <p>The Chief Executive stated a huge amount of hard work had been carried out by staff to reach the improved position but the Association could not afford to be complacent. He further advised that ACHA had started out with poor housing stock and although improved, an action plan for the way forward was required.</p> <p>The Board of Management NOTED the interim findings from the Tenant Satisfaction Survey which took place during November and December 2016 and further NOTED Housing and Neighbourhood Services would develop an Action Plan based on the responses and comments received from tenants.</p>	
18.	<p>KPI Reporting (October to December 2016) The Director of Finance & IT advised he had covered most of his KPI headings by way of previous agenda items.</p> <p>The Director of Human Resources & Corporate Services stated her KPI headings were self-explanatory and all indicators were categorised green.</p>	

	<p>The Director of Investment & Regeneration highlighted the average time for emergencies had reduced to five hours and the trend was going in the right direction. She further highlighted the December figure for appointments kept was 78% but stated that did not now show a true representation of the actual number of appointments kept. The Board were advised there was an issue with reporting timelines which was being addressed and future KPI figures would improve as a result of synchronising the reports.</p> <p>The Regional Manager stated good progress was being made on current rent arrears and non-low demand void figures. She highlighted the Tenancy Sustainment figure and advised it was being checked. The Governance and Compliance Manager stated she had received an enquiry regarding the Tenancy Sustainment figure and was in a position to provide an explanation. She advised the anomaly had occurred as a result of five tenancies in the Cowal area ending within one year. She stated that scenario was unusual but was the reason for the abnormal figure.</p> <p>The Regional Manager stated difficulties had been experienced in reporting the Tenancy Sustainment figure but following a validation session with Christine Dougan valuable advice had been received which should make reporting on the Tenancy Sustainment figure easier.</p> <p>Councillor Bruce Marshall asked what the housing demand in Cowal was. The Regional Manager advised she would provide that information to him outwith the meeting. Councillor Marshall clarified it was the figure for Cowal only.</p> <p>The Board of Management NOTED the contents of the KPI Performance Report.</p>	Christine Johnston
19.	<p>Monthly Investment Programme Update</p> <p>The Director of Investment & Regeneration took the Board through her report highlighting:</p> <ul style="list-style-type: none"> • Numbers complete • Spend • Elements • Windows and Doors • Roof and Roughcast <p>The Director of Investment & Regeneration advised there was a delay in the Coll new build development due to issues with Scottish Water. She stated that once the issues were resolved work on site would progress.</p> <p>The Board of Management noted the Victoria Park, Dunoon opening would be taking place on Friday 17th February 2017.</p> <p>The Director of Investment & Regeneration advised there had been a slight delay in relation to the Jutland Court acquisition, which had been reprogrammed for the end of February. She confirmed the contractor would be on-site following the acquisition completion.</p> <p>The Board of Management NOTED the contents of the Investment & Regeneration update.</p>	

20.	CONFIDENTIAL	
21.	<p>Shared Equity The Director of Investment & Regeneration advised a request had been received from Argyll and Bute Council asking that ACHA consider including shared equity units in future housing developments in Oban and possibly Islay.</p> <p>A response was put back to the Council asking them to provide the rationale behind their request. A response was received from the Council and Board members noted the response was contained within the report.</p> <p>The Director of Investment & Regeneration advised that following consideration of the risks and a review of the costs and benefits of shared equity, it was being recommended that ACHA do not offer to include shared equity units in the next phases of the development programme.</p> <p>The Board of Management APPROVED the recommendation.</p> <p>The Director of Investment & Regeneration confirmed she would write to the Council to advise them of the Board's decision.</p>	Linda Haig
22.	<p>Consultation on Extended Coverage of the Freedom of Information (Scotland) Act 2002 to Registered Social Landlords The Chief Executive advised the Scottish Government were currently consulting on the extended coverage of the FOI Act to RSLs and the GWSF had encouraged its members to respond to the consultation.</p> <p>The Chief Executive advised the proposed response (questions 1 – 5) was contained as an appendix to the report.</p> <p>David Bookbinder of GWSF advised the view of the sector was that there would be implications and challenges, especially for the smaller RSLs but the sector would not go against the introduction.</p> <p>The Chief Executive advised that RSLs provide around 90% of requested information currently.</p> <p>The Board of Management NOTED there would be resource implications if the FOI Act is extended to include RSLs.</p> <p>The Board of Management NOTED and APPROVED the response to the Scottish Government's consultation.</p>	
23.	<p>GWSF Affiliation Renewal The Chief Executive advised an affiliation membership renewal letter had been received which summarised the value of membership, forums and the successes in lobbying and activity work. He stated the Association had been members of the GWSF for two years. The Board were advised that the Scottish Housing Regulator and Scottish Government recognised the GWSF in the same way as the SFHA is recognised.</p>	

	<p>The Chief Executive advised the pro-rata fee for renewal was £1129, which there was budget provision for.</p> <p>The Chief Executive further advised that no renewal letter had been received from the SFHA.</p> <p>The Chair of the Audit Committee asked whether staff were happy with the service provided by the GWSF. The Chief Executive advised the Association received good value for money, good advice and an opportunity to attend forums and monthly meetings. He stated another benefit was credibility of membership of an organisation which lobbies on the Association's behalf.</p> <p>The Vice Chair asked if the Association was aware of the cost of SFHA membership. The Chief Executive stated the cost was likely to be in the region of £20k - £21k per annum.</p> <p>The Board of Management APPROVED renewing affiliate membership of the GWSF for 2017/18 at a cost of £1129.</p>	
24.	<p>Land at Kilmun Councillor Bruce Marshall stated that an area of land at Kilmun had been transferred to ACHA in error as part of the stock transfer. He stated the play area and football pitch should not have been transferred.</p> <p>The Chief Executive confirmed it was his understanding that at the point of transfer in November 2006 the Council continued to maintain and cut the grass on the land before it was discovered in 2008 the land had erroneously transferred to ACHA.</p> <p>The Chief Executive stated that as things stood at the moment ACHA has no difficulty in invoking Clause 31 of the Transfer Agreement to transfer the land back to the Council. The Board were advised the Director of Finance & IT had been in discussions with Donnie Kelly, from the Council's legal department advising that ACHA would like to progress the transfer of land back to the Council.</p> <p>Councillor Bruce Marshall asked if the Director of Finance & IT would progress the matter. The Director of Finance & IT stated he would progress as much as possible but the matter was not entirely within his control.</p> <p>Councillor Bruce Marshall stated it was a very important piece of land which required to be transferred back as quickly as possible. Councillor Marshall asked to be kept informed of progress.</p>	Bruce West
	<p>The Chair stated that as the meeting was nearing the 3 hour time limit he was seeking approval to suspend the Standing Orders to allow the meeting to over-run. The Board of Management unanimously AGREED to suspend the Standing Orders.</p>	
25.	A.O.C.B.	

	<p>Mid Argyll & Kintyre Area Committee</p> <p>Councillor Donnie MacMillan, John Muir, the Regional Manager and the Governance & Compliance Manager left the meeting.</p> <p>The Chair of the Audit Committee circulated his report following the meeting of the Mid Argyll & Kintyre Area Committee held on 31st January 2017.</p> <p>The Chair of the Audit Committee advised as interim Chair of the Mid Argyll & Kintyre Area Committee a request had been received from an Independent member of the MAK Area Committee to be nominated as Chair but apply his own conditions as outlined in the report, as he would be unable to attend Board meetings. It was also highlighted that the MAK Area Committee member had indicated that ACHA meetings would not be his priority as he was heavily involved with the NHS.</p> <p>The Chair of the Audit Committee stated that legal advice had been sought from BTO which was included as an appendix to his report.</p> <p>The Chair of the Audit Committee stated his recommendation was to reject the request submitted by the MAK Area Committee member.</p> <p>Cameron Grant stated that in line with the legal advice, if the Area Committee could not elect a Chairperson then disbandment may be an option. He commented that perhaps the Area Committee member was trying to ensure that did not happen.</p> <p>The Chair of the Audit Committee advised he would be happy to continue as interim Chair of the Mid Argyll & Kintyre Area Committee for the next few meetings to allow new members to join.</p> <p>The Board of Management REJECTED the request from the Mid Argyll & Kintyre Area Committee member to fill the post of Chair with the conditions contained within the report.</p> <p>Councillor Donnie MacMillan, John Muir, the Regional Manager and the Governance & Compliance Manager returned to the meeting.</p> <p>Permission to Appoint</p> <p>The Director of Human Resources & Corporate Services stated the Chair had approved the Permission to Appoint as a decision under urgency on 7th February 2017. She advised a bank staff member had been appointed to cover Mid Argyll Sheltered Housing Complexes. The successful candidate is the daughter of a Community Support Assistant at Chalmers Court, Inveraray. The member of staff played no part in the recruitment and selection process for the post and was not involved in the interview. The Board of Management RATIFIED the decision.</p>	
26.	<p>Date & Time of Next Meeting</p> <p>Thursday 30th March 2017 at 10.00am in the Inveraray Inn, Inveraray</p>	