

## Minutes of Meeting of the Management Committee of Orkney Housing Association Limited held remotely via Zoom on Friday 12 March 2021 at 10.30am

**Present:** Fiona Lettice (Chair), Wendy Baikie, Philip Cook, Linda Forbes, Bill Wallace, John White and Roella Wilson.

**In attendance:** Craig Spence (Chief Executive – CE)  
Sandy Dennison (Finance Manager – FM)  
Richard Flett (Development & Properties Manager – DPM)  
Paul Scott (Head of Housing & Customer Services – HHCS)  
Mhairi Hughes (Secretary / Head of Corporate Governance – HCG)  
Connie Shearer (Minute Taker)

### PART 1 – STANDING ITEMS

#### 1.1 Apologies for Absence

Apologies were received from John Rodwell, Jason Taylor and Anne Fletcher.

#### 1.2 Declarations of (a) interest and (b) hospitality given/received in last 12 months for any items on the agenda

There were no declarations of interest.

### PART 2 – STRATEGY

#### D1 Development Projects (Paper No MC/20/80 enclosed)

D1.1 The DPM presented the paper, giving members background detail of the proposed Design & Build project at Walliwall 6, Kirkwall. He explained that this project had been expected to have started in early 2020 but delays with the planning process and sewer capacity issues in Kirkwall, together with the COVID pandemic, had delayed the project. However, these issues have been addressed and he was now pleased to be in a position to proceed.

D1.2 He outlined the proposed development and explained that planning permission was expected to be issued, following which a contract would be agreed.

D1.3 Funding for the project was in place, via Scottish Government grant together with our Triodos loan facility and cash.

D1.4 Following queries, the DPM:

- Confirmed the properties would have entrance vestibules rather than porches.
- Explained the process of Design & Build and the benefits thereof.
- Agreed there were gains to be made developing as part of a large scheme and the overall development at Walliwall was a good mix of private and social housing.

- Confirmed, the properties would meet the Silver Standard in terms of energy efficiency, which was a requirement of our funding. Renewables are not being built into the houses but increased insulation and air tightness together with mechanical ventilation for air quality were being used.
- Explained that the size of properties being built were determined by the Association's waiting list.

Following discussion, members:

- a) noted the current position with the development at Walliwall Phase 6; and
- b) granted authority to the Development & Properties Manager, or in his absence the Chief Executive, to accept the tender submitted by Orkney Builders (Contractors) Ltd for 14 rented units and 6 NSSE units at Walliwall Phase 6, and to sign all relevant documentation on receipt of Planning Permission.

**Any Other Business**

There being no other business, the Chair closed the meeting at 10.55am.

Signed: .....

Date: .....

Chair