

Blairtummock Housing Association

Minutes of the Management Committee meeting held on Wednesday 23rd April 2025 @ 6pm, Hybrid meeting at 45 Boyndie Street, G34 9JL & Via Microsoft Teams

Present

Irene Black
Catriona Jamieson (Chair)
Jim Kane
Margaret Ann Kelly
Betty McGill
Donna Miller
Margaret Pirrie
Claire Reynolds (Co-opted)
Jason Thet

In Attendance

Gillian Bell, Interim Housing Services
Manager (IHSM) (Part Meeting)
Eddy Ferguson, Community Regeneration
Manager (CRM) (Part Meeting)
John King, Director
Della McKelvie, PA/Office Manager (OM)
(Mins)
Jan Pope, Ironside Farrar (Part Meeting)

Absent

N/A

Special Leave

Gary Wood

Action

1.0 Apologies:

1.1 Apologies received on behalf Mandy Morgan (Co-opted). Director advised that Gary Wood had contacted to inform him that he would require to take Special Leave for the next few months.

2.0 Declaration of Interest:

2.1 Gillian Bell declared an interest in Agenda Item 6: Recruitment Housing Services Manager and it was agreed that Gillian would leave during this discussion.

3.0 Minutes of Previous Meetings:

3.1 Management Committee – 12th March 2025

The above minutes were approved by Catriona Jamieson and seconded by Donna Miller.

3.2 Blairtummock & Rogerfield Opportunities – 27th March 2025

The above minutes were for information only.

4.0 Matters Arising:

4.1 Update on GCC Temporary Furnished Flats

Director advised that final property owned by Association in South Rogerfield was now up for sale.

A suitable replacement flat for GCC for the returned TFF property has not been identified as yet.

4.2 Meeting Log – 12th March 2025

Director advised that SAMH had attended the conversation café event held 15th April. Chairperson advised that she had attended the session and found it to be very informative and may be useful for both Staff and Committee to attend.

4.3 Risk Register – High Risk

4.3.1 Management Committee noted high risks and advised no changes at present.

5.0 From Rubble to Renewal – Rogerfield Revived

5.1 Jan Pope, Ironside Farrar was welcomed to meeting.

Jan was in attendance to give a presentation on Rogerfield Community Space. The Association along with other partners are in the process of leasing the old Rogerfield Primary School site from GCC and have been undertaking tenant engagement to ensure that this space turned into an area that meets local tenants needs and aspirations,

Jan went through the presentation advising how tenant engagement was undertaken by the partners and the outcomes/planning for the area if funding needs can be met.

Management Committee thereafter had discussions on the following:

- Maintaining of the area once works complete and who is responsible for this
- If lighting not available within park – safety concerns for residents
- CCTV
- Bins within picnic areas and dog waste bins in area for dogs
- Approaching other organisations to such as Community Payback/Barlinnie Prison to purchase outside play items
- Youth area – a form of shelter should be available but something that does not hide them from view

After discussions Jan and Community Regeneration Manager advised that what development that is undertaken is dependent on funding that is received. GCC and Scottish Government have funds available and other funding agencies may also have for this type of site. The partners will be submitting funding bids and moving the project forward, this presentation was an update on progress to date.

Jan Pope & Eddy Ferguson left meeting at this point.

Gillian Bell left meeting so not in attendance for Agenda Item 6.

6.0 Recruitment Housing Services Manager

6.1 Management Committee discussed the report in regard to recruitment of Housing Services Manager. Director feels that the current structure is working well and recommends moving forward with this.

6.2

Management Committee approved the recommendation to change staff structure and the timetable for advertising vacancies, noting that dates will change due to delay of original Management Committee meeting date.

Gillian Bell returned to meeting.

7.0 Policy Review:

7.1 Flexible & Homeworking Policy

Management Committee approved changes to policy with homeworking updated to reflect current practice.

7.2 Donations & Community Chest Policy

Management Committee discussed policy in depth; first being pros and cons of setting limits one for local groups and one for other groups as happened in past, then whether or not to make a donation to the local groups at beginning of year who regularly request donations with a letter advising that this is the amount and that no further funds will be available this financial year to ensure fairness and stop differing amounts to local groups; thirdly a caveat for exceptional requests outwith limites set for example church gala day where Association sponsored inflatables last year.

7.2 Management Committee requested further JK/LR information on the donations given over the last couple of years and will discuss further at the next meeting.

8.0 Formal Complaints 1st January – 31st March 2025

8.1 Management Committee acknowledged information within the formal complaints report and advised that they were not concerned that there were any emerging patterns over the last year.

8.2

Discussion around compliments and how positive to have this included within report.

8.3

Director advised that all staff have been reminded to note any expressions of dissatisfaction with service, staff are very proactive and rectify issues as quickly as they can but should still be recording whether or not customer has stated they are complaining as it is still a form of dissatisfaction.

9.0 Investment

9.1 At meeting on 15th March 2025, Committee delegated approval under s8.6 of Procurement Policy for Director to accept quote via Public Contracts Scotland to a value of £30,000 for conversion of cold water storage tanks.

The Quick Quote procurement method via Public Contracts Scotland ended 14/3/25. Three contractors were invited to tender, 1 contractor submitted a quote via PCS.

As a guide and by way of comparison, prices were obtained from a contractor who carried out surveys and was not registered on PCS.

Prices were also obtained from a contractor prior to the Quick Quote being issued but they didn't re-submit a quote when invited on PCS.

W.Q.S were the successful tender at [REDACTED] via Quick Quote other unsuccessful quotations received were [REDACTED] & [REDACTED].

9.2 Management Committee granted retrospective approval for the appointment of W.Q.S.

9.3 Interim Housing Services Manager advised that Sureserve have installed replacement bathrooms in 51 properties in 2024/25. The contract was procured via Public Contracts Scotland, the quality of work and programme delivery has been excellent.

A further 16 bathrooms are due to be replaced in 2025/26 with a budgeted provision of [REDACTED] and IHSM recommended including a further 10 bathrooms due in 2026/27, this is budgeted at [REDACTED] for 26/27.

The Association have negotiated with Sureserve to honour the price of [REDACTED] per bathroom (excl VAT) and request Committee consider awarding an extension of the original contract to Sureserve. Section 12 of the Procurement Policy. IHSM advised that although works have been budgeted for 2026/27 these were works that were originally delayed due to Covid, once complete all delayed bathrooms works would now be completed.

9.4 Management Committee approved the addition of 10 bathrooms to current contract.

10.0 Glasgow West of Scotland Forum

10.1 Management Committee discussed David Bookbinder attending the March meeting and how impressed they were with the presentation and the support provided by GWSF particularly for smaller organisations. After discussion a vote was taken and approval granted to re-join GWSF although not previously budgeted for.

11.0 Representative Bodies Feedback

11.1 EVH

11.1.1 Irene Black advised that due to family commitments she is struggling to attend the meetings at present, still receives correspondence etc and keeping updated via this.

11.1.2 Monthly update and information on Elections to Executive received within the papers. No further updates.

11.2 EHRA

No update at present.

11.3 **SFHA**

Weekly SFHA news continues to be issued.

11.4 **SHR**

11.4.1 Director advised that Association received their engagement letter from SHR and advised that low engagement continues.

11.4.2 Chairperson praised all Committee for their continued hard work and commitment and advised that she would now send the approved minutes from previous meeting to SHR and hopefully that would then close the Notifiable Event in regards to Director Post.

11.5 **SHARE**

Training information continues to be issued, if any event is of interest please advise PA/Office Manager.

12.0 **Correspondence Report**

12.1 No report but Director advised that St George and St Peter's Church had approached the Association in regards to sponsoring their inflatables at their gala day in August.

The Association sponsored the inflatables last year as the Association did not plan to hold their own gala day, the sponsorship is £1,000 but if Association was to organise their own gala day this would cost in the region of £7,000.

Staff did attend the event and promoted the Association and completed tenant engagement questionnaires.

Management Committee approved the payment of £1,000 as no plans to host our own gala day this year.

13.0 Date & Time of next meeting – 14th May 2025 @ 6pm

13.1 Management Committee agreed the above date and time was suitable.

14.0 Any other Competent Business

14.1 Observer

Director advised that an observer hopes to attend the next meeting, a tenant who has expressed an interest in the Management Committee,

As there was no further business to discuss the meeting closed at 7.45pm.

Della McKelvie

April 2025

Chairperson: _____