

# Blairtummock Housing Association

## Minutes of the Management Committee hybrid meeting held on Tuesday 3<sup>rd</sup> May 2022 @ 6pm at 45 Boyndie Street and via Microsoft Teams due to Covid 19

### Present:

Gordon McGlone  
Donna Miller  
Margaret Pirrie  
Gary Wood (Chairperson)

### In Attendance:

John King, Housing Services Manager  
Della McKelvie, PA/Office Manager (Mins)  
Jacqui O'Rourke  
Julie-Ann McClocherty, SHARE

**Prior to the start of the meeting the Chairperson introduced Julie-Ann as an observer to the meeting as part of the Committee appraisal process.**

### Action

#### 1.0 Apologies

1.1 Apologies received on behalf of Irene Black, Andrea McLachlan and Tracy Slaven.

#### 2.0 Declarations of Interest

2.1 Donna and Gary both declared an interest in BRO Update.

#### 3.0 Minutes of Previous Meetings:

##### 3.1 Office Bearers – 30<sup>th</sup> March 2022

The above minutes were approved by Margaret Pirrie and seconded by Donna Miller.

##### 3.2 Management Committee – 12<sup>th</sup> April 2022

The above minutes were approved by Gary Wood and seconded by Donna Miller.

##### 3.3 Blairtummock & Rogerfield Opp. – 6<sup>th</sup> April 2022

The above minutes were approved by Donna Miller and seconded by Gary Wood.

#### 4.0 Matters Arising

#### **4.1 Update on GCC Temporary Furnished Flats**

No movement on return of two properties requested. Invitation to meet has been extended, GCC advised would meet with Director and Housing Services Manager and maybe thereafter with Management Committee.

#### **4.2 Committee Appraisals**

Director reminded Committee that the Governance Review had criticised them for having group appraisals in 2019, as this did not meet the governance standard requirements. Management Committee agreed to progress with one to one appraisals and Julie Ann will liaise with office on how to proceed.

#### **4.3 Office Opening**

Management Committee discussed the low numbers visiting the office since it re-opened, it was agreed to continue with the same arrangement for the next three months and then review again. The office will continue to open Monday and Thursday 10am – 2pm with the option to arrange appointments with staff outwith these times. Director will speak with EHRA partners to see how they are encouraging tenants back into the office.

#### **5.0 Blairtummock Backcourt Area 2**

5.1 The Architect was due to attend the meeting to discuss the costings/plans for the development. This has been delayed due to the significant increase in costs for the project approx. £600,000 over budget. This will be reviewed and brought back to Management Committee to discuss.

5.2 Housing Services Manager advised that Housing Management Team are working closely with Pavillion Youth Café in regards to youth/street work in the area to try and deter the vandalism at the new backcourt development at Blairtummock Area 1.

#### **6.0 Quarterly Community Regeneration Report**

6.1 Management Committee noted the contents of the report and the Director highlighted that the Association are still in discussions around the former school site at Rogerfield, we

are now aware that the Seven Lochs Project are also interested and Community Regeneration Manager has been having discussions with them to see if there may be any joint working in this area.

## **7.0 BRO Update**

7.1 Director advised that BRO are continuing to work well and are now carrying out their summer programme.

## **8.0 Quarterly Dashboard Report: January – March 2022**

8.1 The dashboard report highlighted that due to lack of spend because of delayed works during the pandemic monies spent is still not as predicted.

## **9.0 Notifiable Events Register**

9.1 There were no notifiable events in the past year to report on.

## **10.0 Staffing and Administration**

### **10.1 Staff Appraisals**

The Office Bearers would discuss a date for the Directors appraisal after the meeting and advise the Office Manager who would then pull together the staff appraisals timetable.

### **10.2 Finance Managers Post**

This post has been re-advertised as the last round of applicants was unsuccessful. Closing date is 5<sup>th</sup> May 2022.

Director has spoken with a few consultants for cover as current Finance Manager will leave on 13<sup>th</sup> May 2022. It is much more financially viable to employ someone in post rather than pay for a consultant.

## **11.0 Audit Planning Letter**

11.1 Management Committee noted the contents of the letter appointing Alexander Sloan as auditor. The audit will begin on Tuesday 19<sup>th</sup> July 2022.

## **12.0 Representative Bodies Feedback**

## 12.1 **EVH**

Monthly updates included within papers. Director advised that the salary increase had been agreed at 4.1%.

## 12.2 **EHRA**

No update.

## 12.3 **SFHA**

No update.

## 12.4 **SHR**

Staff currently working on the ARC which is due to be submitted end May.

## 12.5 **SHARE**

Training information emailed out when received. Robert Tambourini continuing in post as Interim Director.

## 13.0 **Correspondence Report**

13.1 No correspondence received.

## 14.0 **Any Other Competent Business**

### 14.1 **Pavillion Youth Cafe**

Pavillion have approached the Association to consider letting out 1 or 2 offices to them. Management Committee granted approval to discuss with Pavillion and also to look further into the rent for commercial office space.

### 14.2 **Summer Gala/Tenant Participation Event**

FARE no longer run this service, will look to see if anyone else in the area does kind of event and advise.

**As no further business to discuss, the meeting closed at this point.**

Chairperson: \_\_\_\_\_