

Blairtummock Housing Association

Minutes of the Management Committee meeting held on Thursday 4th March 2021 @ 6pm via Microsoft Teams as remote working due to COVID-19 Crisis

Present:

Irene Black (Part)
Paul Cochrane
Donna Miller
Andrea McLachlan (Part)
Tracy Slaven
Gary Wood, Chair

In Attendance:

Della McKelvie, PA/Administrator (Mins)
Jacqui O'Rourke, Director
Eddie Dunlop, Observer

Prior to the meeting Eddie Dunlop, Calvay Housing Association Committee Member was introduced.

Action

1.0 APOLOGIES

1.1 Apologies were received on behalf of Lynn Blackwood, Yvonne Crockert and Margaret Pirrie.

2.0 DECLARATIONS OF INTEREST

2.1 Donna Miller, Tracy Slaven and Gary Wood all declared an interest in Blairtummock & Rogerfield Opportunities.

2.2 Tracy Slaven declared an interest in Pavillion Youth Café.

3.0 MINUTES OF PREVIOUS MEETINGS:

3.1 Sub-committee – 28th January 2021

The Chairperson requested that these minutes be brought back to the next Management Committee meeting as he wishes to clarify a few points before they were presented to Committee.

3.2 Blairtummock & Rogerfield Opportunities – 3rd February 2021

The above minutes were noted.

3.3 Management Committee – 4th February 2021

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

3.4 Blairtummock & Rogerfield Opportunities – 11th February 2021

The above minutes were noted.

4.0 MATTERS ARISING

4.1 There were no matters arising.

5.0 REVIEW OF ACTION PLANS

Irene Black and Andrea McLachlan joined the meeting at this point.

5.1 Equal Opportunities Action Plan

A new plan has not been completed as still awaiting updated guidance from Scottish Housing Regulator. Director advised that Michael Cameron is due to attend the next EHRA meeting and one of the questions will be to ask when this guidance will be issued.

5.2 Tenant Participation Action Plan

Management Committee approved the action plan and acknowledge the lack of tenant participation due to Covid restrictions. It was acknowledged how the Association are interacting more via text services, twitter and website along with newsletters etc.

It was agreed that a Tenant Day would be organised via zoom to give tenants the opportunity to have a questions and answers session with staff and if this is successful then try a Committee session. To encourage tenants to participate a raffle prize could be given.

Architects in Area 2 are still trying to encourage tenant participation on backcourt designs via other platforms but haven't been very successful as yet.

5.3 Sustainability Action Plan

Due to Covid a true comparison could not be made, this will be rolled on to next year.

The Association had previously had a meter fitted to do a comparison on energy used as looking at fitting solar panels but this will also be rolled on.

6.0 BLAIRTUMMOCK & ROGERFIELD OPPORTUNITIES BUSINESS PLAN

6.1 After the Governance Review it was highlighted that the BRO Business Plan had to be strengthened, this has now been presented to the BRO Board and approved. Management Committee noted the plan.

7.0 COMPLAINTS POLICY REVIEW

7.1 Scottish Public Services Ombudsman have issued new guidance on complaints policy. The guidance highlights more how we deal with complaints, how we learn from them, how we log them and how we monitor to look for patterns.

7.2 Information has also been added to the policy on how the Association will support staff if a complaint has been made against them.

7.3 Management Committee approved the policy with a 3 year review date. The policy will be added to website.

8.0 WRITE OFF REPORT

8.1 The above report is usually presented to the Sub-committee meeting but as year-end is approaching it was requested that Management Committee approve the report.

8.2 Management Committee approved the write off report as the debt recovery company have advised that they cannot locate the former tenants, if an opportunity arises in the future that allows the Association to pursue the monies it will still do so.

8.3 Housing Services Manager will discuss with EHRA what debt recovery companies they all use and compare how successful they all are to ensure best use of resources and value for money for organisation.

9.0 REGULATORY FRAMEWORK INTRODUCTION

9.1 Director went through the presentation within the report which gives an introduction to the regulatory framework and how it works. Management Committee approved a presentation on 1 standard at each meeting, once out of lockdown they also wish staff and committee to have refresher training on the standards.

10.0 REPRESENTATIVE BODIES FEEDBACK

10.1 EVH

Monthly update within papers. Chairperson advised that he could not get logged on for the monthly meeting. Director advised that the response to the salary increase ballot has been delayed due to an issue with Unite.

10.2 EHRA

Monthly meeting on Wednesday 10th March, Michael Cameron, SHR will be in attendance all Committee are welcome to join

EHRA are organising a zoom hustings session on 22nd April 2021 @ 7pm, candidates have still to be confirmed for the elections.

Glasgow West of Scotland Forum have funding to be distributed and EHRA applied and were successful in receiving funds of £23,000 across the 8 organisations. Monies will be split due to number of units. Management Committee agreed that any funds received would be added to the Rainbow Fund.

Chairs and Aspiring Chairs Forum has restarted any Committee Member interested to advise and they will be booked on next session.

10.3 SFHA

Continue to offer guidance and training to Associations.

10.4 SHR

Email within papers. Michael Cameron will attend next EHRA meeting. Monthly returns will continue to be submitted.

10.5 **SHARE**

Training information continues to be emailed as and when received. Anyone interested in any course to advise PA/Office Manager.

11.0 **CORRESPONDENCE REPORT**

11.1 No correspondence.

12.0 **ANY OTHER COMPETENT BUSINESS**

12.1 **Facebook**

Paul raised why the organisation does not have a Facebook page as he thinks this would be a positive and quick way to engage with tenants. Director explained that it was discussed in the past and agreed that the Association do not have the capacity to man a page that requires to be responded to very quickly/real time and how other organisations have had negative experiences.

12.2 **Welcome Back**

Chairperson welcomed back Irene Black to the Management Committee and apologised for doing so at the end of the last meeting when she had already signed off.

12.3 **Thank You**

Chairperson thanked Eddie Dunlop for joining the meeting.

As there was no further business to discuss the meeting closed at this point.

Della McKelvie
March 2021

Chairperson: _____