

# Blairtummock Housing Association

## Minutes of the Management Committee hybrid meeting held on Thursday 5<sup>th</sup> April 2023 @ 6pm at 45 Boyndie Street & via Microsoft Teams

### Present:

Irene Black  
Catriona Jamieson, Part  
Donna Miller  
Mandy Morgan  
Margaret Pirrie  
Jason Thet  
Gary Wood, Chairperson

### In Attendance:

Stewart Montgomery, Part Meeting  
Della McKelvie, PA/Office Manager  
Jacqui O'Rourke, Director

### Action

#### 1.0 Apologies

- 1.1 Apologies received on behalf of Donna Lang & Betty McGill. Catriona had also apologised as would be joining the meeting late due to work commitments.

#### 2.0 Declarations of Interest

- 2.1 No declaration of interests.

#### 3.0 Minutes of Previous Meetings:

##### 3.1 Management Committee – 2<sup>nd</sup> March 2023

The above minutes were approved by Margaret Pirrie and seconded by Gary Wood.

#### 4.0 Matters Arising

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

Property at [REDACTED] Association have begun legal action to have property returned.

##### 4.2 Decision/Action Log

Contents noted.

#### 5.0 Equalities Training

- 5.1 Stewart Montgomery was in attendance to give discussion presentation included within the papers.

**Stewart left meeting at this point.**

## **6.0 Regulatory Submissions**

- 6.1 Management Committee approved 5 year financial plans for submission to Regulator.

## **7.0 Draft Business Plan**

It was agreed to postpone this until next month when further information is available from tenant satisfaction survey.

## **8.0 Policy Reviews**

### **8.1 Performance Management Policy**

Above policy was approved with a 3 year review date.

### **8.2 Model Entitlement, Benefit & Payments Policy**

Above policy was approved with a 3 year review date.

Agreed to now present this policy every October along with Code of Conduct Policy after Annual General Meeting.

## **9.0 Investment**

- 9.1 Management Committee noted the contents within report and approved the use of the Cycling Scotland funding for bike shelters within Area 2 backcourts in Blairtummock.

Chairperson requested Director find out why Civil Engineer fees of £16,600 were never budgeted for at the beginning of this project.

## **10.0 Formal Complaints Report**

- 10.1 Above report was noted and no pattern giving cause for concern.

## **11.0 Regulatory Standards**

Presentations previous given were requested to be included within papers as a refresher for all and information for new Committee Members. Presentation noted.

## **12.0 Representative Bodies Feedback**

### **12.1 EVH**

Monthly update included within papers.

### **12.2 EHRA**

Meeting with Committee Members now to be quarterly, if anyone wishes to attend please advised Director.

### **12.3 SFHA**

Training information & weekly updates issued via email. .

### **11.4 SHR**

Contents of engagement letter noted.

### **11.5 SHARE**

Training information issued when received. Management Committee approved the renewal of subscription

## **12.0 Correspondence Report**

No correspondence.

## **14.0 Any Other Competent Business**

### **14.1 Drop in Sessions**

Director advised more drop in sessions for tenants have been arranged for Wednesday 12<sup>th</sup> April form 1pm – 3pm & 4pm – 6pm, all welcome.

### **14.2 Secretary Role**

Gordon had to resign from Committee due to work commitments in his new position. Catriona agreed to

become Secretary until AGM but will have to be flexible with times of meetings.

### 14.3 **Chairperson**

Gary advised that at the AGM he would be standing down as Chairperson, Gary would remain a Committee Member but due to work commitments could not remain as Chair. Management Committee members would discuss this and agree a new Chairperson for after AGM.

### 14.4 **District Heating Contract Procurement**

Chairperson advised that there was an error in the contract for District Heating, the cost of new meters wasn't included within contract. Costs of overall contract are still cheaper than original budget but lessons to be learned over the error and then added to the lessons learned register.

### 14.5 **OWL – Meeting Room Camera**

Management Committee approved the purchase of above for meeting room.

**Meeting closed at this point.**

**Della McKelvie**  
**April 2023**

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