

Blairtummock Housing Association

**Minutes of the Management Committee meeting held on
Tuesday 12th October 2021 @ 6pm via Microsoft Teams as remote
working due to Covid19 crisis.**

PRESENT

Gary Wood, Chair
Margaret Pirrie
Donna Miller
Irene Black

IN ATTENDANCE

Jacqui O'Rourke, Director
John Goodwin, Minutes
Ashley Thomson, Observer
Gordon McGlone, Observer

1.0 APOLOGIES

1.1 Apologies received from Andrea McLachlan and Yvonne Crockert.

2.0 DECLARATION OF INTEREST

2.1 Donna declared an interest under BRO and also Boyndie Street back Court works.

Gary declared an interest under BRO

Margaret declared an interest under Boyndie Street back court works

3.0 MINUTES OF PREVIOUS MEETINGS

3.1 Sub-Committee – 12th August 2021

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

3.2 Office Bearers – 18th August 2021

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

3.3 BRO – 25th August 2021

For information only

3.4 Management Committee – 26th August 2021

The above minutes were approved by Margaret Pirrie and seconded by Irene Black.

3.5 Annual General Meeting – 16th September 2021

For information only.

3.6 Special General Meeting – 16th September 2021

For information only.

3.7 Management Committee Meeting – 16th September 2021

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

3.8 Office Bearers – 29th September 2021

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

4.0 MATTERS ARISING – update on GCC Temporary Furnished Flats

4.1 Director advised that position is the same as reported at the August meeting and GCC have not advised when they will be returning any of the properties.

5.0 SCOTTISH HOUSING NETWORK – PERFORMANCE REPORT 2020/21

5.1 To be put on agenda for Novembers meeting as Trudi was unable to attend meeting.

6.0 ALEXANDER SLOANS – MANAGEMENT LETTER

- 6.1 A discussion took place to agree the wording in response to the Management letter received from Alexander Sloans. Committee noted contents of report.

7.0 BLAIRTUMMOCK HA LETTER OF REPRESENTATION

- 7.1 Committee noted contents.

8.0 CODE OF CONDUCT – FOR REAFFIRMATION

- 8.1 Committee agreed to abide to the requirements set out in the Policy and will advise Association if any changes to personal interests.

Gordon McGlone and Ashley Thomson can have a copy emailed to them or a paper copy.

9.0 PROPOSALS FOR CO-OPTees

- 9.1 After a discussion took place, Committee felt that it is a good idea for Association to C-opt new members.

Gary suggested having someone with a background in Finance. Gordon advised that he has some contacts in this field. If they are interested, Jacqui will send them an application pack.

10.0 REVIEW OF REPRESENTATIVE MEMBERSHIP BODIES

- 10.1 Gary will continue to be representative at EVH.

Donna will continue to be a representative at EHRA.

Director will continue to be a representative at SFHA

11.0 CALENDAR OF MEETINGS: FORMATIONS OF SUB-COMMITTEES & MANAGEMENT COMMITTEE MEETING PROGRAMME

11.1 Committee agreed that the Sub-Committee's should revert to two separate meetings – (Housing Management & Maintenance and Finance & Audit) which will be held quarterly.

- Chair advised he would attend both meetings.
- Margaret will attend the Housing Management & Maintenance meeting.
- Irene will attend the Housing Management & Maintenance meeting.

Other members to consider which meetings they wish to attend. This will be added to agenda for November's meeting.

12.0 NOMINATIONS TO BLAIRTUMMOCK & ROGERFIELD OPPORTUNITIES 2020/21

12.1 No changes to nominations but chair suggested Ashley and Gordon might want to be nominated to the Board of Directors in the future.

13.0 CHARTER REPORT

13.1 Director advised that a condensed version is currently at the printers and should be sent out to tenants next week.

Full version to be placed on website and twitter.

14.0 APPROVAL OF BUSINESS PLAN TIMETABLE

14.1 After a discussion, it was agreed to continue to report to Committee quarterly as previously agreed.

- Look at what contracts can be added.
- Once stock condition survey is completed this will be added to the 30 year business plan

15.0 NEW POLICIES

15.1 Working from Home:

Committee agreed with contents of Policy although feel that staff should return to office once safe to do so as Association is community based.

Chair suggested a group message in the mornings just to check on staff wellbeing. Director advised this happens on occasion through a group chat on WhatsApp.

15.2 Procurement Policy:

Committee noted contents and agreed to adopt Policy

16.0 COMMUNITY CHEST UPDATE

16.1 Director updated Committee on how successful the Community Chest is with tenants.

17.0 REPRESENTATIVE BODIES FEEDBACK

17.1 EVH

- **Monthly update distributed via email**

17.2 EHRA

- MP's & MSP's have been invited to attend meeting.
- Looking at recruiting new Committee members
- Looking at costs involved in recruiting Media Company.

17.3 SHR

- Response to Management Letter to be sent to SHR
- New Rules to be sent to SHR once signed

17.4 **SFHA**

No update

17.5 **SHARE**

- SHARE are asking people who attended Conference in the past to complete a questionnaire on how to proceed with 2022 Conference, face-to-face or online. Director advised that email has been forwarded to Committee with the link.

18.0 **CORRESPONDENCE REPORT**

18.1 Nothing to report.

19.0 **ANY OTHER COMPETENT BUSINESS**

19.1 Director advised that the guide on collecting equality information has been published and will be forwarded to Committee. Director also advised that both Blairtummock and Wellhouse HA's are working with a consult in order to meet the requirements of the SHR regarding equalities.

As there was no other competent business meeting ended @ 7.15pm.

John Goodwin – Minutes – 12th October 2021

Chairperson: _____

