

Blairtummock Housing Association

Minutes of the Management Committee meeting held on Thursday 24th June 2021 @ 6pm via Microsoft Teams as remote working due to COVID-19 Crisis

Present:

Irene Black
Donna Miller
Margaret Pirrie, Chair
Tracy Slaven
Gary Wood

In Attendance:

Della McKelvie, PA/Administrator (Mins)
Jacqui O'Rourke, Director
Marion Davis, Brechin Tindal Oatts (Part)
Rebecca Ronney, Brechin Tindal Oatts (Part)
Gordon McGlone, Observer

Prior to the start of the meeting it was agreed that Margaret Pirrie would Chair the meeting as Gary Wood had been experiencing IT issues.

Gary introduced Gordon McGlone to the meeting as an observer.

Action

1.0 APOLOGIES

1.1 Apologies were received on behalf of Paul Cochrane, Yvonne Crockert and Andrea McLachlan.

2.0 DECLARATIONS OF INTEREST

2.1 Donna Miller declared an interest in Investment and Succession of Tenancy Appeal as believes she may know the person in the report although report is anonymous.

2.2 Margaret Pirrie and Tracy Slaven also declared an interest in Investment.

3.0 MINUTES OF PREVIOUS MEETINGS:

3.1 Office Bearers – 26th May 2021

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

3.2 Blairtummock & Rogerfield Opportunities – 2nd June 2021

The above minutes were for information only.

3.3 Management Committee – 3rd June 2021

The above were approved by Donna Miller and seconded by Tracy Slaven.

4.0 MATTERS ARISING

4.1 Director advised that the Office Bearers had approved the Association appointing a Consultant to progress with the appointment of a contractor to enable changes to district heating metering system. This is due to ongoing issues with the system and the lack of reliability with the current contractor.

5.0 INVESTMENT

5.1 Management Committee noted the progress with both backcourt projects. Area 1 backcourt still on schedule to be complete late summer, Area 2 still struggling with tenant consultation but progress is continuing.

6.0 POLICY REVIEW

6.1 Committee Members Training Policy

Above policy approved with a three year review date.

6.2 Committee Members Induction Pack

Above policy approved with a three year review date.

6.3 Roles, Duties & Authority of Office Bearers

The Director had attached the Association's policy for review along with the new Model Policy that SFHA recommend. It was agreed to adopt the SFHA version of the policy but to incorporate the Treasurer information from BHA policy as there was not a section for this in the SFHA model. Approved with 3 year review date.

Policy will be re-issued at August Management Committee meeting.

6.4 Planning & Performance Policy

Above policy approved with a three year review date.

6.5 Draft Value for Money Policy & Statement (New)

Management Committee approved the above policy & statement. This policy to be added to the Association's website also.

7.0 SIX MONTH REVIEW OF COMMITTEE APPRAISAL

7.1 After discussion Management Committee agreed to delay the review until the return to office.

8.0 GOVERNANCE FOR ALLOCATION

8.1 Management Committee noted that on 15 June 2021 a property was allocated in line with the Association's Allocations Policy and a special lets initiative approved by Committee, to a Committee Member.

8.2 The allocation was approved by the Senior Housing Officer and Housing Services Manager.

9.0 SUCCESSION OF TENANCY APPEAL

9.1 Management Committee discussed the appeal presented at length, as the Association staff were aware at all times that the tenant was residing at the property and were aware of all circumstances it was approved that the tenancy should be succeeded as requested.

10.0 REGULATORY STANDARD 6

10.1 The Management Committee noted the presentation on Standard 6.

11.0 REPRESENTATIVE BODIES FEEDBACK

11.1 EVH

Monthly report was included within the papers.

11.2 EHRA

Director advised that the Chairs/Aspiring Chairs Forum and also the monthly meetings were open to all that were interested.

EHRA are at present setting up their own website and are running a good neighbour award for all the Associations within EHRA. Nomination forms will be issued with our Summer newsletter and 1 winner will be selected for a £50 prize voucher.

11.3 SFHA

Association continues to receive information and guidance on the re-opening of offices.

11.4 SHR

Email in regards to review of social housing charter included within papers.

11.5 SHARE

Training information continues to be emailed out, anyone wishing to attend to advise PA/Office Manager.

12.0 CORRESPONDENCE REPORT

12.1 No correspondence.

13.0 ANY OTHER COMPETENT BUSINESS

13.1 Donation Requests

Pavillion Youth Club and Easterhouse Parish Church have both advised that they would be making donation requests for assistance with food clubs over the summer holidays, neither have submitted in time for this meeting. It was agreed that this can be deferred to the Office Bearers if requests come in through the summer break.

13.2 Tenant – 100th Birthday

Presentation will take place on Tuesday 20th July @ 11am for the renaming of the play park at Boyndie Street. Glasgow City Council have advised that they would like to participate and also Pavillion Youth Club have said that some of the children could come and sing happy birthday but maintain social distance guidance.

13.3 August Management Committee Meeting & AGM

It was agreed to postpone the Management Committee meeting until 26th August in the hope that the meeting can be held at the office. This will be dependent on Government guidance. The AGM would then be delayed until 16th September 2021.

13.4 **Garden Competition**

Director advised that Councillor Burke had agreed to be independent judge.

13.5 **Management Committee Discussion – 7th July 2021**

Chairperson reminded all Committee Members of their discussion on 7th July 2021, invitations have previously been issued by PA/Office Manager.

14.0 **ADOPTION OF RULES**

14.1 Marion Davies and Rebecca Rooney, Brechin Tindal Oatts both joined the meeting at this point.

14.2 Blairtummock Housing Association's current rules are based on SFHA Model Rules (2013), SFHA have made various changes to the rules, most recent 2020 and Scottish Housing Regulator has encouraged all RSLs to update to the 2020 rules.

14.3 Prior to the meeting a tracked version showing all amendments was emailed to the Management Committee, the following changes were discussed and approved:

- **Rule 2.3** – Area of operation to remain the same.
- **Rule 20** – Wording to clarify that electronic AGM's can take place to be included. Options for members to vote by post also to be allowed.
- **Rule 37** – Maximum number of Committee Members to remain at 15 with a minimum of 7 and all else to remain the same.
- **Rule 37.3** – Change age for joining Committee from 18 years to 16 years.

Additions to Note & Approved:

- **Rule 37.8** – If Committee Member is being investigated through Code of Conduct they must take a leave of absence.
- **Rule 40.3** – Nominations to Committee that doesn't meet our requirements can be declined.
- **Rule 47.2** – Non-contractual payments (power to consider these)

The Secretary and Office Bearers

- **Rule 59.5** – Wording to include Chair, Secretary and Office Bearers.
- **Rule 59.6** – Include the collective responsibility of Committee Members not just Chair.

The Management Committee declined the following:

- 14.4
 - No staff members on Committee.
 - Can introduce a prohibition
 - No paying Committee Members
- 14.5 Management Committee approved all other tracked changes within the document.

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