

Blairtummock Housing Association

Minutes of the Management Committee meeting held on Tuesday 26th October 2021 @ 6pm via Hybrid Meeting at 45 Boyndie Street & via Microsoft Teams COVID-19 Crisis

Present:

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

In Attendance:

Della McKelvie, PA/Office Manager (Mins)
Jacqui O'Rourke, Director
Gordon McGlone, Observer

1.0 APOLOGIES

- 1.1 Apologies were received on behalf of Andrea McLachlan.

2.0 ANNUAL ASSURANCE STATEMENT

- 2.1 Director began the meeting explaining that since November 2019, Scottish Housing Regulator have requested that Housing Associations can provide evidence that they are meeting all regulatory standards and Management Committees are assured by this evidence and grant approval to sign off on the Annual Assurance Statement.
- 2.2 Blairtummock Housing Association have this year and previous years used the SFHA Toolkit document, completing and updating each year, updates are highlighted with a colour different to previous years (this year all updates are highlighted in green) to assure Management Committee on how each standard is being met.
- 2.3 Main changes highlighted within the document this year are within the Equalities section. New guidance has been issued by Scottish Housing Regulator and BHA are working in conjunction with Wellhouse HA

and a consultant to ensure that we are collating all information required and meeting the guidance. Training will also be organised for all Staff and Committee.

- 2.4 Director also highlighted to Management Committee that last year 4 gas safety certificates were out of date prior to new certificates being issued. This was due to Covid 19 and not gaining access due to tenants shielding/isolating. An audit trail of all contact with tenants concerned has been kept and at the time Management Committee were made aware of this.

Management Committee were satisfied that all necessary steps were taken and did not believe that there was a material breach.

- 2.5 Director advised that the Action Plan from last year was complete with the exception of the Equalities aspect.
- 2.6 Management Committee approved Chairperson signing off on the Annual Assurance Statement.

3.0 ANY OTHER COMPETENT BUSINESS

3.1 Draft Calendar of Meetings

Management Committee approved calendar of meetings.

3.2 Casual Committee Member

Management Committee approved Gordon McGlone becoming a casual Committee Member.

3.3 Sub-committee Meetings

Irene Black agreed to join Finance and Audit Sub-committee.

Gordon McGlone agreed to join Housing Management & Maintenance Sub-committee

3.4 **Apologies**

Margaret Pirrie submitted apologies to Management Committee meeting 2nd November 2021.

3.5 **Christmas Cards**

Management Committee agreed to hold the Christmas Card Competition, Director will contact local groups. It was agreed that cards should be sent to all tenants this year.

3.6 **SHARE**

Director advised that New Director Mary McLuskey has left SHARE with immediate effect.

3.7 **25 Year Service Awards**

Director will contact EVH in regards to awards for Margaret Pirrie and John Wilkie.

3.8 **Christmas Night**

Chairperson advised that he has booked a table for Friday 17th December at 7pm in Kastriots Baillieston for Committee Members.

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

Della McKelvie
October 2021

Chairperson: