

**Minute of the Management Committee meeting  
held on **Tuesday 25 August 2020** by Zoom Conference**

**Present:** [REDACTED]

**In Attendance:** Michael Carberry (Director); Carol Niven (Finance Assistant), item 5.

**1) Apologies**

Apologies were received from [REDACTED]. Both [REDACTED] have advised that they are unable to continue as Committee members due to increased pressure at work.

**2) Declarations of Interest**

There were no declarations of interest.

**3) Adoption of the Previous Minute of **28 July 2020****

The minute of the previous meeting was adopted by [REDACTED] and seconded by [REDACTED].

**4) Matters Arising from the Previous Minute of **28 July 2020****

**a) Previous Item 4(a) - New Close Doors.** The Director advised that this may now be raised as a formal dispute

**5) Finance**

**a) Rent Review 2020/2021**

The Director presented the papers issued with the agenda referring to

- the Management Committee Minute of 28 January 2020
- Rent increases since 2004
- Current sample rents
- the 2018/2019 Landlord Report from the Scottish Housing Regulator
- Blochairn Place rent setting
- Blochairn's rent increases since 2004 have been reasonable
- The Landlord Report from the Regulator shows that Blochairn's rents compare well with other landlords
- Account has to be taken of the effect of building, what was, the biggest development in Glasgow in 2011 at a time when grant levels were low. This increases Blochairn's average
- The Tenant Bonus Scheme allows for a cash return to tenants at Christmas
- The overall service provided is of a high standard
- Tenant Satisfaction is high
- Many tenants struggle to pay rent, especially those working and on low pay
- Tenants in houses with a higher rent do not want to move to a house with a lower rent even if they are struggling

The Director recommended that

- rents do not need to be adjusted and that no action is needed at this time
- Blochairn Place rents are calculated on the same basis as other rents
- The Committee consider reviewing the basis of the decision on 18 April 2017, that required rent increases of inflation + 1.5% for 4 years then inflation + 1% for the next 4 years, when the loan of £5.5million was taken out with Unity Trust Bank

During discussion the Committee considered the impact of the Covid 19 pandemic lockdown.

The Committee accepted the Director's recommendations. With regard to reviewing the 2017 decision, it was agreed that the Finance Agent could be asked to advise on this issue but that there must be no cost to the Association.

**b) Buy Backs**

The Director advised that a house in Blochairn Place would be acquired on 16 September. This is the 4<sup>th</sup> house to be bought.

**6) Employers in Voluntary Housing (EVH)**

**a) New Staff Member**

The Director advised that he would discuss this further with EVH.

**7) Staffing Sub Committee**

The Sub Committee has not met since 14 January 2020.

**8) Health & Safety**

The Director provided an update on Covid 19

- A Risk Assessment is posted on Committee iPads
- Reopening the office to the public remains at not before 11 September
- Reception will be reconfigured and an incremental approach will be used e.g. opening 10.00 to 12.00 and 14.00 to 16.00 or 14.00 to 17.00 and using appointments
- Staggered 45-minute lunch breaks will help manage use of kitchen facilities
- Contractors are working normally, with social distancing measures. Non-emergency repairs are beginning to be carried out
- Staff continue to liaise with the Royston Coronavirus Response Group to support vulnerable residents until the end of August
- There remains heightened anxiety and stress within the community, more aggressive and unreasonable behaviour, which impacts on staff.
- Support staff (Welfare Benefits and Financial Capability) are seeing residents face to face, using the Committee room

**9) Scottish Government/Scottish Housing Regulator**

**a) Annual Assurance Statement (AAS)**

The Committee noted the paper issued with the agenda. There has been no change from the previous update

**b) Notifiable Events**

The Committee noted that there had been no recent discussions

**10) Tenant Bonus Scheme**

The monthly prize draw has been suspended due to the Covid 19 lockdown.

**11) National Accommodation Strategy for Sex Offenders (NASSO)**

a) After lockdown there will be further discussion with the NASSO Awareness Group (NAG) before further consideration by Committee

b) Freedom of Information requests have been submitted to Police Scotland; Glasgow Housing Association and the Scottish Government:

- **Police Scotland** - breakdown of the location of registered sex offenders within all Glasgow post codes to the 3<sup>rd</sup> digit, e.g. G21 2--

- **Glasgow Housing Association** - breakdown of the location of registered sex offenders within Glasgow Housing Association houses broken down by Glasgow post codes to the 3<sup>rd</sup> digit, e.g. G21 2 - -
- **Scottish Government** - The BBC news website posted an item <https://www.bbc.co.uk/news/uk-53541170>. 'Almost 200 sex offenders were released from prison in England and Wales in one year without having anywhere to live, Ministry of Justice (MoJ) figures show', which included 'More than 100 of them were classed as posing a "high" or "very high" risk to the public'. Can you provide the latest figures available for Scotland, in terms of

1. Sex offenders released from prison without having anywhere to live, and
2. The risk category of sex offenders released from prison without having anywhere to live

**12) Royston Strategy Group**

There was no report on this item.

**13) Policy**

The review of the Allocation Policy will be considered after lockdown is lifted.

**14) Training**

The Committee noted the SHARE bulletin for September – December issued with the agenda.

**15) Items for Future Agendas**

Committee members were reminded to advise the Chairperson or Director of issues they might want to discuss under future agendas.

**16) Internal Audit**

The Director advised that the Internal Audit of IT would proceed on 21 September. Most of the work can be carried out remotely. The audit of the draft Annual Assurance Statement is scheduled for 12 October.

**17) Any Other Competent Business**

- a) **Annual General Meeting.** The Director advised that there were no new nominations for Committee membership and no Proxy votes received. He urged Committee members to attend the Zoom AGM to ensure that a quorum was reached
- b) **Membership Application.** The Director advised that a membership application had been received from a resident who had indicated, several months ago, that ■■■ would like to join the Committee. Preparing for the AGM, the Director advised that her that ■■■ membership had lapsed due to non-attendance at 5 consecutive AGM's without apology. The Director has advised that he could meet with ■■■ after lockdown is lifted to discuss procedures for joining the Committee. Under Rule 7(3), a membership application cannot be considered within 14 days of a general meeting. This application will be considered at the next Management Committee meeting on 29 September

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