

**Minute of the Management Committee meeting  
held on Tuesday 23 February 2021  
by Zoom Conference**

**Present:** [REDACTED]

**In Attendance:** Michael Carberry (Director); Carol Niven (Finance Assistant)\*; Matthew McDermott (Finance Agent)\*. \* item 5 only

**1) Apologies**

Apologies were received from [REDACTED] and [REDACTED].

**2) Declarations of Interest**

[REDACTED] declared an interest in item [REDACTED].

**3) Adoption of the Previous Minute of 26 January 2021**

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

**4) Matters Arising from the Previous Minute of 26 January 2021**

**a) Previous Item 4(a) - Close Doors**

The Director advised that the doors have been reglazed. Details of the specification and 'Secured by Design' accreditation are awaited

**b) Previous Item 21(c) – Bulk Uplift**

The Director advised that the Budget for 2021/2022 includes £18,000 for bulk uplift. Costs are averaging at £324 per uplift/£1 per household. It is proposed that owners in tenement properties are advised that a 50p contribution will be added to their factoring account = £26 per year. After discussion this was agreed

**5) Finance Report**

**a) Rent Review Consultation**

There was one response to the consultation. This was from a Blochairn Place resident who felt that the discrepancy between Blochairn Place and other houses owned by the Association was too great

**b) Buy Back Rent**

The Director referred to the discussion at the Committee meeting of 28 July 2020 when it was agreed that the rent for [REDACTED] would be reviewed. After 1 April 2021, the rent will be £[REDACTED]. The going rate for this size and type of house is £[REDACTED]. He recommended that this rent is adjusted to the going rate. There was considerable discussion on this issue. It was concluded that the rent should remain as it is. For future Buy Backs the rent should be set at the going rate plus £25 per month as a notional contribution to the cost of borrowing money to buy the house. This adjustment should be made at any tenancy change in houses already bought

**c) Budget 2021/2022**

The Finance Agent presented the Budget which includes the 2.7% rent increase. The proposed Budget anticipates a, manageable, £[REDACTED] deficit, in this, the first full year when the capital is being repaid on the Unity Trust Bank loan. After discussion the Budget was approved

**d) Finance Policy and Treasury Management Strategy**

The Director referred to the policies issued with the agenda. There are several sections that need to be updated, e.g. reference to outdated methods, such as paying by cheque. The references to credit rating agencies are unnecessarily

complicated and should be simplified. The revised policies will be presented to the next meeting

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

**a) New Staff Member**

The Director advised that discussions have yet to resume with EVH

**b) Salary Review**

The Director advised that EVH and Unite the Union have agreed on an increase of 0.8% at 1 April 2021 and CPI + 0.1% at April 2022. CPI will be taken at October 2021. The minimum award will be 1% and maximum will be 2.5%. After discussion the Committee agreed to support the EVH recommendation

**7) Staffing Sub Committee**

The Committee noted that the Sub Committee met on 12 February to review [REDACTED].

**8) Health & Safety**

**a) Covid 19**

The Committee noted that the latest Risk Assessment is available on the iPads. All risks are considered to be 'Standard', taking account of measures taken to mitigate them. The office is not likely to open to the public before 1 April. Heightened anxiety and stress within the community and more aggressive and unreasonable behaviour, continues to impact on staff.

[REDACTED] was offered flexi furlough on Tuesdays and Wednesdays to deal with [REDACTED]. [REDACTED] and [REDACTED] were offered one day per week in recognition of the stressful circumstances of lockdown. [REDACTED] declined to accept the offer as [REDACTED]. [REDACTED] accepted and has taken a Friday.

As [REDACTED] reopened on Monday 22 February, [REDACTED] flexi furlough has ended. The Director offered staff a continuation of the one day per week, emphasising that, when [REDACTED] was on furlough and [REDACTED] was on sick leave, he and [REDACTED] had manned the office. [REDACTED] has accepted the offer of the furlough day. The other two staff members have not responded. The Committee agreed that [REDACTED] could take a furlough day. It was agreed that this be kept under review

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

**a) Notifiable Events**

The Committee noted that discussions on [REDACTED] are still under review by the Staffing Sub Committee

**b) Annual Assurance Statement**

The Committee noted the paper issued with the agenda summarising the issues under review

**10) Tenant Bonus Scheme**

The Committee noted that the monthly prize draw had not been prepared. It was agreed that this could be put on hold until the AGM.

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

**a) NASSO Awareness Group.** The Committee noted that, after lockdown, there will be further discussion with the NAG before further consideration by Committee on the future of the NAG

**b) Freedom of Information requests:**

- **Police Scotland** – location of registered sex offenders within all Glasgow post codes has been added to the spreadsheet 2012 - 2020
  - **Glasgow Housing Association** – the FOI Commissioner’s office has appointed a negotiator to try to arrange a compromise to avoid the case requiring full consideration by the Commissioner. GHA have release figures for some post codes. The Director has accepted the exclusion of post codes with fewer than 300 GHA residents. He accepted that the number of offenders in a post code would not be provided if it was more than 1% of residents. When GHA provided information, these post codes were excluded completely. The Director has advised the negotiator that the number of residents in the post code is required
  - **Scottish Government/ Sex Offenders released from prison with no accommodation** – Ministers (Humza Yousaf – Justice; Kevin Stewart – Housing; Ash Denham – Community Safety) have not responded to requests; Gail Ross MSP and Rona McKay MSP have not yet replied. Bob Doris MSP has written to the Justice Minister supporting Blochairn’s request
- c) **Block Profiling.** The Director has not yet drafted a draft letter to the Scottish Housing Regulator, MSP’s and Councilors asking for comment on the system that requires allocations to be approved by Police or Social Work
- 12) **Royston Strategy Group**  
The Director advised that the next meeting is on Friday 26 March and the Zoom invitation would be circulated. The Committee noted the latest draft of the proposals for the central Roystonhill development which includes the Millburn Centre.
- 13) **Internal Audit**  
The Internal Auditor would like to carry out the audits scheduled for 2021/2022 between January and March 2022, rather than postpone until 2022/2023. This was agreed by Committee.
- 14) **Policy**  
The Committee agreed that there could be a phased return to policy reviews over the next few meetings.
- 15) **Training**  
The Committee noted that training is still available through Zoom or TEAMS.
- 16) **Items for Future Agendas**  
Committee members were reminded to advise the Chairperson or Director of issues they might want to discuss under future agendas.
- 17) **Any Other Competent Business**
- a) **Scottish Housing News.** The Director urged Committee members to sign up to the daily bulletin
  - b) **AGM/Management Committee.** The Director reminded Committee that the AGM is scheduled for 29 June 2021. The Director will seek to identify and recruit new Committee members. Meantime, he thanked Committee members for their perseverance, support and commitment.

END