

**Minute of the Management Committee meeting
held on Tuesday 25 May 2021
by Zoom Conference**

Present: [REDACTED]

In Attendance: Michael Carberry (Director)

1) Apologies

[REDACTED] submitted apologies.

The Director advised that [REDACTED] had missed four consecutive meetings and automatically ceases to be a Committee member (Rule 44.3). She missed meetings during the COVID 19 global pandemic lockdown due to family bereavement. The Director advised that [REDACTED] could be reappointed to the Management Committee as a Co-optee (Rule 42). She can continue as a member of the Staffing Sub Committee but cannot remain as an Office Bearer. The Committee agreed to co-opt [REDACTED]. [REDACTED] was proposed and seconded as Secretary. There were no other nominations and [REDACTED] was duly elected.

2) Declarations of Interest

There were no declarations of interest.

3) Adoption of the Previous Minute of 27 April 2021

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

4) Matters Arising from the Previous Minute of 27 April 2021

a) Previous Item 17(a) – Annual General Meeting

Due to the ongoing uncertainty over the Covid 19 pandemic lockdown it was agreed that the AGM should be rescheduled to 31 August

5) Employers in Voluntary Housing (EVH)

a) Housing Services Assistant

The Director advised that Stefania McGrath had been appointed on a temporary basis until 10 August. He referred to the Job Description issued with the agenda and confirmed that the permanent post would be advertised within the next few weeks. In response to a suggestion that a temporary appointment only duplicated work, in terms of interviews, etc. the Director advised that the process involved contacting EVH and requesting referrals of candidates who could provide cover for 3 months. Two candidates were interviewed. The previous Housing Services Assistant had been on sick leave in February. The Settlement Agreement had been finalised at 31 March. It is likely that a new staff member could be appointed in June. It would have been unreasonable to ask other staff members to cope with a colleague less for four months without support. He highlighted that the [REDACTED]

[REDACTED]. The Chairperson added that the Staffing Sub Committee had approved the temporary appointment

b) Corporate Services Officer

The Director advised that a Job Description and Person Specification would be circulated and the post would be advertised within the next few weeks

- 6) **Staffing Sub Committee**
The Sub Committee will meet to oversee the recruitment of new staff members.
- 7) **Health & Safety**
The Director advised that there was no change to the Covid 19 Risk Assessment.
- 8) **Scottish Government/Scottish Housing Regulator**
- a) **Notifiable Events**
The Director advised that the report to the Regulator had been accepted and that the case had been closed
- b) **Annual Assurance Statement**
The Director advised that there was no change to the list of outstanding items for the AAS
- c) **ARC (Annual Return on the Scottish Housing Charter)**
The Director presented the ARC, highlighting several issues and advising that there was nothing contentious to report. The Covid 19 lockdown had resulted in, for example, fewer repairs being carried out but performance was still good. There had been 19 cases of the annual gas service not being carried out by the due date. All were due to residents isolating or shielding. The Committee agreed that the full Tenant Satisfaction survey, scheduled for August, should be delayed. After discussion the Committee approved the ARC for submission to the Scottish Housing Regulator
- 9) **Tenant Bonus Scheme**
The Committee noted that this is on hold until the AGM.
- 10) **National Accommodation Strategy for Sex Offenders (NASSO)**
- a) **NASSO Awareness Group.** There will be discussion with the NAG after lockdown has been lifted, before further consideration by Committee on the future of the group
- b) **Freedom of Information requests:**
- **Police Scotland** – sex offender details by post code 2012–2020 are available
 - **Glasgow Housing Association** – statistics provided
- c) **Scottish Government/ Sex Offenders released from prison with no accommodation** – Director to meet Graham Robertson, Head of the Public Protection Unit
- d) **Block Profiling.** Letters 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, will be drafted within the next few weeks
- e) **Committee Approval.** The Committee confirmed that NASSO remains a priority and that the Director should continue to work on this
- 11) **Royston Strategy Group**
The Director was unable to attend the meeting on 21 May. The Rosemount Development Trust consultation report on Royston Rd/Provanhill St, issued with the agenda, is on Committee iPads, with individual comments from residents.
- 12) **Internal Audit**
Internal Audits will be carried out between January and March 2022: 'Corporate Governance & Risk Management' and 'Long-Term Maintenance Planning'
- 13) **Policy**
The Director presented the Finance Policy, incorporating the Treasury Management Policy. Repetition and flowery language have been removed and the combined 24 pages have been reduced to seven. Unnecessarily complicated

references to credit rating agencies have been removed. It was suggested that there should be reference to 'eco-friendly' investment. The Director advised that the extremely risk-averse approach meant that cash was being held in bank accounts as opposed to being invested. It was agreed that a clause should be added to highlight the principle that the Association did not wish to be associated with anything that would be harmful to the environment.

14) Training

There was no report on this item.

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) Any Other Competent Business

a) Rats. The Director advised that Pest Control Officers have been monitoring the latest outbreak of rat infestation in Blochairn Place over recent weeks. On Monday 17 May they advised that vegetation on both sides of the fence at the Blochairn Road embankment had to be cleared to locate burrows. This will take 3 days and cost £3k+. There will be a loss of mature foliage, shrubs and plants. One Committee member commented that this was not a bad thing as the embankment was a 'mess'. The Director suggested that looking out to foliage was preferable to a bare earth embankment

b) Gutters. In response to a question the Director advised that the gutter cleaning programme would begin within the next few weeks

END