

Minutes of the Management Committee Meeting of Blochairn HA, held on 25th June 2024 at the Association's offices at 1 Blochairn Road, Glasgow, G21 2ED, and via zoom

1 Sederunt		Actions
	Present	Manal Eshelli, Chairperson
		Martin Forrest, Vice Chair
		Ady Tester, Committee Member
		Julie Ann Cloherty, Committee Member
		Francis Tierney, Committee Member
	In Attendance:	Diane Hendry, Operations Manager
		Patricia Gallagher, Interim Director
		Nicola McKeand, SHR, Observer
		Elizabeth McCulloch, SHR, Observer
		Kevin Booth,. Alexander Sloan, via Zoom, item 8 only.
	Apologies:	Leanne McGowan, Committee Member
		Anthony Carroll, Committee Member
		Colin Turnbull, Committee Member
		John Welsh, Committee Member
		Alexandra Lis, Committee Member
		Kim Stuyck, Committee Member
2	Declaration of Interest	
	2.1	There was a declaration of interest noted for agenda item 4.
3	Resignation of Management Committee Member	
	3.1	The Chairperson advised the meeting that Mary Gibb has resigned from her position on the Management Committee. The Committee wished to express their thanks to Mary for her service.
		Ady Tester registered an interest in the next item and left the meeting at this point,
4	Appointment of Casual Vacancy	

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	4.1	The Chairperson advised that a Share Membership application had been received from Ady Tester. This was approved.	
	4.2	The Chairperson then asked the meeting to approve the appointment of Ady Tester to the Management Committee as a casual vacancy. This was approved.	
		Ady Tester re-joined the meeting at this point and was advised of the decisions at item 4.	
5	Minutes of previous Management Committee meeting of 25th May 2024		
	5.1	The minute of the Management Committee meeting of 25 th May 2024, was circulated prior to the meeting, approved by Martin Forrest and seconded by Manal Eshelli.	
6	Matters Arising: Outstanding actions report		
	6.1	A written report by the Interim Director was circulated prior to the meeting and approved.	
	6.2	Approval was given to remove all actions marked as complete. Updates were given on all other relevant items.	
	6.3	Following the updates permission was given to remove items 92, 100,101 and 103.	
7	Scottish Housing Regulator - Noted		
	7.1	Nicola McKeand was invited by the Chair to give an update on the Regulators interaction with the Association.	
	7.2	Nicola advised that the Regulator was present at tonight's meeting as observers. She advised that Staff keep the SHR informed of all relevant issues and that this visit was a normal part of Regulatory engagement.	
	7.3	The Chair thanked Nicola for the update.	
		Kevin Booth from Alexander Sloan joined the meeting at this point.	

8	Year End Audited Accounts 2023/24 – Approved		
	8.1	A written report by the Interim Director and the External Auditor, Alexander Sloan, was circulated prior to the meeting and approved.	
	8.2	Kevin Booth spoke to the meeting and he went through the audited accounts in detail. He advised that the accounts had been prepared on a going concern basis and meet with all of the requirements of the Regulator.	ID
	8.3	Kevin then explained the Audit summary report in detail. He went through all of the financial information via a presentation. Kevin also updated on the management responses to the audit summary.	
	8.4	In relation to a query from a Committee Member on the creditors, Kevin advised that the accounts could possibly have been in a better position had it not been for the increase in loan repayments due to interest rate increases.	
	8.5	The Interim Director advised of the content of the engagement letter as it had not been included with the papers. It was agreed that a copy should be issued to all Management Committee members.	ID
	8.6	The Management Committee approved the signing of the accounts, the engagement letter and the letter of representation.	
	8.7	There were no further queries in relation to the report.	
		Kevin Booth of Alexander Sloan was thanked for his attendance and left the meeting at this point.	
9	Data Retention Periods - Approved		
	9.1	A written report by the Interim Director was circulated prior to the meeting and approved.	
	9.2	The Interim Director gave an overview to the background and need for this to be in place,	
	9.3	In response to a question from a Committee Member, the Interim Director advised that these data retention periods	


		would still apply after the Transfer of Engagements should this proceed.	
	9.4	There were no further comments or queries on this report.	
10	Draft Policy Amendments – Approved		
	10.1	A written report was circulated prior to the meeting by the Interim Director and approved.	
	10.2	A discussion took place on the impact of the Allocation policy to date and the need for the change. Following this discussion, the amendment was approved for Tenant Consultation.	ID
	10.3	There were no further comments or queries on this report.	
11	Draft Financial Procedures – Approved		
	11.1	A written report was circulated prior to the meeting and approved.	
	11.2	A discussion took place on the inclusion of cheques and the Interim Director explained the situation where cheques may still be used	
	11.3	There were no further comments or queries on this report.	
12	Transfer of Engagements – Noted		
	12.1	The Interim Director advised that there was no further update on this at present. She advised that this matter should be progressed following the outcome of the fire stop investigation work.	
13	Items for Ratification		
	13.1	There were no items for ratification.	
14	SHR update – Verbal		
	14.1	The Chairperson advised the SHR staff present of the purpose of this agenda item and that it was a standing item on the monthly agenda.	

	14.2	Following on from Item 7, it was noted that no further update was required.	
15	Notifiable Events – Verbal		
	15.1	The meeting was advised by the Interim Director that the only current open case is the firestop issue. She confirmed that no new notifiable events have been made.	
16	Health and Safety Monthly report - Noted		
	16.1	A written report by the Interim Director was circulated prior to the meeting and the contents were noted.	
	16.2	Following a query from a Committee Member re a previous request, it was noted that statistics for dampness and mould included a comparison from the previous quarter and this trend analysis would continue going forward.	OM
	16.3	In response to a further query from a Committee Member it was agreed that all reports of dampness and mould will be reviewed 6 months after the closing of the case for monitoring purposes.	OM
17	Quarterly Landlord Health & Safety Report - Noted		
	17.1	A written report by the Operations Manager was circulated prior to the meeting and the contents were noted.	
	17.2	There were no comments or queries in relation to this report	
18	Q4 ARC Performance Report - Noted		
	18.1	A written report by the Operations Manager was circulated prior to the meeting and the contents were noted.	
	18.2	In response to a question from a Committee Member, re whether or not the increase in arrears was as a result annual rent rise, the Operations Manager confirmed this is possible but such a situation normally manifests itself in April. It was noted migration to universal credit was likely to result in arrears	

19	Q4 Wider Role Projects Update		
	19.1	A written report by the Operations Manager was circulated prior to the meeting and the contents were noted.	
	19.2	The Operations Manager distributed a more legible copy of the report that had been circulated with the papers.	
	19.3	The Operations Manager gave the members an update on current waiting times for the Welfare Rights officer.	
	19.4	It was noted that the report on the tenancy Sustainment project was not available at present but should be available for the next meeting.	
	19.5	A discussion took place re the number of mental health issues being reported and impacts this may have on future service delivery.	
	19.6	There were no further queries in relation to this report.	
20	Firestop Update - Noted		
	20.1	The Operations Manager gave an overview of the programme for the inspection of the buildings in Blochairn Place re the fire stops. She advised of the timescales for the work and reports to be received.	
	20.2	The Operations Manager read out the letter to be sent to Tenants that had previously been approved by the Chair and Vice Chair. She advised of the variation to the letter that would be issued to owners.	OM
	20.3	In response to a request from the Vice Chair, it was agreed to send a final copy of the letter to Owners to the Chair and Vice Chair.	
21	Correspondence		
	22.1	<u>GCC</u> – The Interim Director advised of correspondence received from GCC re no monies being available for new acquisitions, due to the cuts to the Affordable Housing Supply budget. This information was noted.	

24	Review of the meeting		
	25.1	Members felt that it had been a good meeting with a lot of good discussion.	
25	Date and time of next meeting		
	26.1	Tuesday 27 th August 2024 at 6pm	
26	Meeting Close		
	The meeting closed at 7.55pm		

I can confirm that these minutes are a true record of the meeting

Signed: 

Date: 27/08/2024