

Minutes of the Management Committee Meeting of Blochairn HA, held on 26th November 2024 at the Association's offices at 1 Blochairn Road, Glasgow, G21 2ED, and via zoom.

1	Sederunt	Actions
	Present	
	Ady Tester, Chairperson	
	Francis Tierney, Committee Member	
	Colin Turnbull, Committee Member	
	Martin Forrest, Vice Chair	
	In Attendance:	
	Patricia Gallagher, Interim Director	
	Angela MacDonald, Interim Operations Manager	
	Paul McNeill, HRC Consulting, Items 5 and 6	
	Louise Kirkland, LX Praxis, Items 5 and 6	
	Apologies:	
	Leanne McGowan, Committee Member	
	Alexandra Lis, Committee Member	
	Anthony Carroll, Committee Member	
	Kim Stuyck, Committee Member	
	Julie Ann Cloherty, Secretary	
2	Declaration of Interest	
	2.1	There were no declarations of interest noted.
3	Approval of minutes of the previous meeting held on 29 October 2024	
	3.1	The minute of the Management Committee meeting of 29th October 2024, was circulated prior to the meeting, approved by Colin Turnbull and seconded by Martin Forrest.
4	Matters Arising: Outstanding actions report	
	4.1	A written report by the Interim Director was circulated prior to the meeting and approved.
	4.2	In addition to the actions noted on the report for removal, approval was given to remove item 141.

	4.3	An update was given on item no 115. The Management Committee noted that this report will now be presented in November 2024.	
	4.4	There were no further comments or queries in relation to this report	
		Louise Kirkland and Paul McNeill joined the meeting at this point.	
5	Q2 Management Accounts - July – September 20241 – Louise Kirkland in attendance – Approved		
	5.1	A written report by the Interim Director and the Finance Agent was circulated prior to the meeting and the contents were noted.	
	5.2	The Finance Agent explained all of the variances in spend against budget.	
	5.3	She advised of changes that have been made to the accounts since this set was issued. This related to the surplus in lettings. She also advised of accruals for Staff costs from last year.	
	5.4	In response to a question from a Committee Member re the Interim Director advised that the Consultant costs in this year's budget was not for the design team and had originally been budgeted for the transfer of engagements.	
	5.5	The Finance Agent confirmed that all of the Covenants had been met.	
6	Cash Flow review and Rent Increase discussion – Paul McNeill in attendance – Approved		
	6.1	Prior to a presentation on the financial position by the Finance Consultant The Interim Director gave an update on progress with the fire stops issues.	
	6.2	The Interim Director advised of the meetings held with the SHR and Scottish Government re financial contributions for this work.	
	6.3	She further advised on discussions with Spire View and some other potential partners.	
	6.4	The Finance Consultant then gave a presentation on the current financial position. This included revised costs for remedial works and a revised cash flow for 2024/25 showing	

		the impact of this on the Association's finances. A full discussion was held on this information.	
	6.5	Discussion then took place on the budget for 2025/26, including potential rent increase and the potential need to reduce all costs where ever possible.	
	6.6	It was noted and agreed that more detail information with a specific proposal for the rent increase and budget changes be brought to the next meeting.	ID
	6.7	There were no further queries on this item.	
		Louise Kirkland and Paul McNeill were thanked for their attendance and left the meeting at this point.	
7	Draft Void Policy - Approved		
	7.1	A written report by the Interim Operations Manager was tabled at the meeting and approved.	
	7.2	In response to a question from a Committee Member it was agreed to allow a 4 week period following the death of a Tenant for the return of keys.	IOM
8	Fire Stops Report – Approved		
	8.1	A written report by the Interim Director was tabled at the meeting and approved.	
	8.2	Following on from discussions at Item 5, there were no further queries in relation to this report.	
9	Transfer of Engagements Update - Verbal update – Noted		
	9.1	A written report by the Interim Director was circulated prior to the meeting and approved.	
	9.2	There were no further comments or queries on this report and the statements were duly signed by those present.	
10	Appointments to Design Team for Fire Stops work - Ratified		
	10.1	A verbal report by the Interim Director was circulated prior to the meeting and ratified.	
	10.3	There were no further comments or queries on this report.	
11	Q2 Wider Role report - Noted		

11.1	A written report by the Interim Director was circulated prior to the meeting and approved.		
11.2	There were no further queries in relation to this report.		
12	Reactive repairs Analysis – Noted		
12.1	A written report by the Operations Manager was circulated prior to the meeting and noted.		
12.2	The Interim Operations Manager advised that some of the repairs that are recorded as being late may have been miscategorised. She advised that new procedures are now in place and there will be more regular monitoring of the repairs so that issues are caught more quickly.		
12.3	There were no further queries in relation to this report.		
13	SHR update – Noted		
13.1	It was noted that there was no further update on this following on from item 5 above.		
14	Notifiable Events – Noted		
14.1	The Chairperson gave a verbal report on the outstanding cases.		
14.2	The Chair advised that confirmation had been received that the Notifiable Event in relation to the staffing issue has now been closed. He further advised that this leave one case still open and that this related to the fire safety issues.		
14.3	There were no further queries in relation to this report.		
15	Health and Safety Monthly report - Noted		
15.1	A written report by the Interim Director was circulated prior to the meeting and the contents were noted.		
15.2	There were no further queries in relation to this report.		
16	Correspondence		
16.1	<u>St Roch's Primary School</u> : A letter from the St Roch's primary School pupils was received. It was agreed to advise them that the Association does not give general donations but funding can be requested for a specific project.	ID	

16.2		<u>Letter from Housing Minister:</u> A letter received from the Minister via Bob Doris MSP that had previously been circulated to the Management Committee was noted.	
16.3		<u>PAIH Annual Report:</u> It was noted that a copy of the annual report was available for anyone who wished a copy.	
16.4		<u>Chairs Actions:</u> In relation to the ever changing position re the fire stops issue and need to progress works asap, it was agreed that Chairs actions could be taken when required but that all of the Management Committee be copied into emails re this.	
17	AOCB		
17.1		<u>Staff Contracts</u> – Following a brief discussion approval was given to renew the temporary contracts of the Admin Assistant and the Housing Services Assistant.	ID
18	Summary of actions / decisions at this meeting		
18.1		A review of all decisions/points for action was read out and agreed.	
19	Review of the meeting		
19.1		Members felt that the meeting had covered a lot and ran well.	
20	Date and time of next meeting		
20.1		TBC. Next meeting was noted as 28th Jan 2025 at 6pm, however a December meeting may be required to discuss the rent increase.	
21	Meeting Close The meeting closed at 7.40pm		

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

Signed:

Date: