

Minutes of the Management Committee Meeting of Blochairn HA, held on 29th October 2024 at the Association’s offices at 1 Blochairn Road, Glasgow, G21 2ED, and via zoom.

1	Sederunt	Actions
	Present	
	Ady Tester, Chairperson	
	Alexandra Lis, Committee Member	
	Anthony Carroll, Committee Member	
	Kim Stuyck, Committee Member	
	Colin Turnbull, Committee Member	
	Julie Ann Cloherty, Secretary	
	Martin Forrest, Vice Chair	
	In Attendance:	
	Diane Hendry, Operations Manager	
	Patricia Gallagher, Interim Director	
	Angela MacDonald, Housing Services Officer	
	Apologies:	
	Leanne McGowan, Committee Member	
	Francis Tierney, Committee Member	
2	Declaration of Interest	
	2.1 There were no declarations of interest noted.	
3	Approval of minutes of the previous meeting held on 24 September 2024	
	3.1 The minute of the Management Committee meeting of 24th September 2024, was circulated prior to the meeting, approved by Colin Turnbull and seconded by Julie Ann Cloherty.	
4	Approval of Staffing Sub Committee minutes of the previous meeting held on 24 September 2024	
	4.1 The minute of the Staffing sub Committee meeting of 24th September 2024, was circulated prior to the meeting and approved by Ady Tester seconded by Julie Ann Cloherty.	
5	Matters Arising: Outstanding actions report	

	5.1	A written report by the Interim Director was circulated prior to the meeting and approved.	
	5.2	In addition to the actions noted on the report for removal, approval was given to remove item 129.	
	5.3	An update was given on item no 115. The Management Committee noted that this report will now be presented in November 2024.	
	5.4	There were no further comments or queries in relation to this report	
6	Annual Assurance Statement – Standard 6 – Approved		
	6.1	The Chairperson advised that Item 16 would be brought forward on the agenda to allow for consideration of item 6.	
	6.2	A written report by the Interim Director was circulated prior to the meeting and the contents were noted.	
	6.3	There were no further comments or queries in relation to this report	
7	Annual Assurance Statement – Approved		
	7.1	A written report by the Interim Director was tabled at the meeting and approved.	
	7.2	In response to a query from a Committee Member the Interim Director advised that as this information is in the public domain, the press may pick up on it and run a story. She advised that this had happened in previous years.	
	7.3	After a short discussion it was agreed that the Interim Director should seek out some media advice in case the press do pick up on the Annual Assurance Statement.	ID
	7.4	Authorisation was given to sign the statement and upload it to the regulators website.	
8	Fire Stops Report – Approved		
	8.1	A written report by the Interim Director was tabled at the meeting and approved.	
	8.2	The Interim Director and the operations Manager gave further updates on the actions noted re outcomes and on other actions taken since the report was issued.	

	8.3	A full discussion took place on the actions and further work required.	
	8.4	In response to a question from a Committee Member, the Interim Director advised that residents in Blochairn Place who have not already been lettered would receive an update in the next week.	ID
	8.5	In response to a question from a Committee Member the Interim Director advised that there has been no response from the Scottish Government to the letter sent by Bob Doris.	
9	Health and Safety Statements - Approved		
	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	Action Plan Updates– Approved		
	10.1	A written report by the Interim Director was circulated prior to the meeting and approved.	
	10.2	Changes were suggested to the Equality Action Plan by a Management Committee member and it was agreed to include this	ID
	10.3	There were no further comments or queries on this report.	
11	Risk Review Approved		
	11.1	A written report by the Interim Director was circulated prior to the meeting and approved.	
	11.2	Additional items were suggested as current risk items and it was agreed to add these to the risk register.	ID
12	Treasury Management update – Approved		
	12.1	A written report by the Interim Director was circulated prior to the meeting and approved.	
	12.2	Discussion took place on the possibility that the Association may breach its Treasury Management policy in relation to the work to be undertaken on the Fire Stops.	

	12.3	The interim Director advised that this will be kept under close review and updates will be provided to the Management Committee as required.	ID
13	Christmas Arrangements - Approved		
	13.1	A written report by the Interim Director was circulated prior to the meeting and approved.	
	13.2	Changes to the suggested arrangements for Christmas eve were noted.	
	13.3	The Management Committee agreed to give biscuits and selection boxes to the pensioners and children in the area respectively. Donations for this to be sourced and requested.	ID
14	Transfer of Engagements Update - Noted		
	14.1	A verbal update was given by the Interim Director was given at the meeting and the contents were noted.	
	14.2	In response to a question from a Committee Member the Interim Director advised that if there is a directed transfer tenants may not have a say re 'asks' as would occur in a negotiated transfer. Discussion took place on any possible areas where there could be tenant involvement. The Interim Director advised that these could be identified as the process progressed.	ID
15	Landlord health and Safety Report - Approved		
	15.1	A written report by the operations Manager was circulated prior to the meeting and the contents were noted.	
	15.2	In response to a question from a Committee Member, the Operations Manager advised that all EICRs are complete, although some are due for review in line with the new requirements of the SHR.	
16	Items for Ratification		
	16.1	It was noted that there were no items for ratification.	
17	Quarterly Complaints Report – Q2 June – September 2024- Noted		
	17.1	A written report by the Interim Director was circulated prior to the meeting and the contents were noted.	

	17.2	A committee member commented on the low number of complaints. The Interim Director advised that we do not receive a lot of communication from tenants in this area but that she will remind all Staff of recording requirements.	
	17.3	There were no further comments or queries in relation to this report	
18	Performance Report - Q2 - Noted		
	18.1	A written report by the Operations Manager was circulated prior to the meeting and the contents were noted.	
	18.2	There were no comments or queries in relation to this report.	
19	SHR update – Noted		
	19.1	The Interim Director advised that there have been no further meetings with the regulator since the meeting with the Management Committee.	
20	Notifiable Events – Noted		
	20.1	The Chairperson gave a verbal report on the outstanding cases.	
	20.2	The Interim Director advised that she will ask about the case that is open re the operations Manager leaving when she next meets with the Regulator.	ID
	20.3	There were no further queries in relation to this report.	
21	Health and Safety Monthly report - Noted		
	21.1	A written report by the Interim Director was circulated prior to the meeting and the contents were noted.	
	21.2	There were no further queries in relation to this report.	
22	Correspondence		
	22.1	A letter from the Royston primary School Parent Council 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
23	AOCB		

	23.1	<u>Xmas Night Out:</u> It was agreed that a Staff and Management Committee Xmas night out will be held on Thursday 5 th December 2024.	ID
	23.2	<u>Staff Changes:</u> The Interim Director updated on Staff changes that have taken place within the office.	
	23.3	<u>FOI/EIR return:</u> the Interim Director advised that the quarterly return for Q2 has been submitted to the Information Commissioner with 2 FOI requests having been recorded.	
	23.4	<u>Review of reporting format:</u> In response to a question from the Interim Director, THE Management Committee advised THAT they are happy with the format of the reports that they receive and that no changes were required.	
24	Summary of actions / decisions at this meeting		
	24.1	A review of all decisions/points for action was read out and agreed.	
25	Review of the meeting		
	25.1	Members felt that the meeting had gone well that the new Chair had done very well.	
26	Date and time of next meeting		
	26.1	Tuesday 26 th November 2024 at 6pm.	
27	Meeting Close		
		The meeting closed at 7.25pm	

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

Signed:

Date: