

**MINUTES OF THE MEETING OF THE MANAGEMENT COMMITTEE held on
Wednesday 25 September 2019 in the offices of Reidvale Housing Association,
13 Whitevale Street at 6.00 pm**

PRESENT

**Ms Moore
Mr Marley
Ms McVey
Mrs Marley
Mrs McGowan
Ms Boyle
Mrs McInnes
Mrs Dunn
Mr Vaz**

IN ATTENDANCE

**Linda Scott (Depute Director)
Terry McKenna (Maintenance Manager)
Ann Dundas (Minute Secretary)**

1. APOLOGIES

Apologies were noted for Mr McCrudden. The leave of absence for Mrs McKelvie was noted.

Ms Moore read a letter of resignation from Ms McComish due to personal reasons. The Committee stated that they were sorry to hear of this and wished Ms McComish well for the future.

2. DECLARATIONS OF INTEREST

The standing declarations of interest for Reidvale Neighbourhood Centre matters for Mr Marley, Mrs Marley and Mrs Dunn were noted.

The standing declarations of interest for RAPA matters for Mrs Marley and Ms Boyle were noted.

The standing declaration of interest for GWSF for Ms Moore was noted.

3. ADOPTION OF THE MINUTES OF 28.08.19 AND SPECIAL MANAGEMENT COMMITTEE MEETING OF 11.09.19

The Minute of the meeting of 28.08.19 was proposed as a true record by Mrs McGowan, seconded by Ms Boyle and agreed by the Management Committee present.

The Minute of the Special Management Committee meeting of 11.09.19 was proposed as a true record by Ms Moore, seconded by Mrs McGowan and agreed by the Management Committee present.

4. MATTERS ARISING FROM THE MEETING OF 28.08.19 AND THE SPECIAL MANAGEMENT COMMITTEE MEETING OF 11.09.19

There were no matters arising from the meeting of 28.08.19 or the special management committee meeting of 11.09.19.

5. USE OF SEAL

Mrs McInnes read out the use of seal for the month of September 2019.

6. SUB-COMMITTEES

(a) RECOMMENDATIONS FROM THE HOUSING SERVICES SUB-COMMITTEE held on 18 September 2019

The Housing Services Sub-Committee recommended that the Association:

1. Eviction Proceedings (Ten. Ref: 2626): serve a 14 day notice on the tenant when Decree is received, enforce the Decree and carry out the eviction at the earliest opportunity.

The Management Committee agreed the above recommendation.

2. Eviction Proceedings (Ten. Ref. 2712): serve a 14 day notice on the tenant when Decree is received, enforce the Decree and carry out the eviction at the earliest opportunity.

The Management Committee agreed the above recommendation.

3. Application for Priority Transfer (Ten. Ref. 1669): due to the ongoing extensive problems of recurring dampness within the home of Ms X she should be given a priority transfer.

The Management Committee agreed the above recommendation.

7. LANDLORD REPORT FROM SHR AND PERFORMANCE REPORT

The Management Committee noted the Landlord report from SHR and Performance Report. Linda Scott reported that the results will be distributed to all residents on Thursday 26.09.19.

8. ANNUAL ASSURANCE STATEMENT

Linda Scott advised the Management Committee that the presentation on the Annual Assurance Statement was being distributed again due to the fact that the AAS required to be submitted by the 31st October. The AAS will be brought to the Management Committee for approval on the 30th October and Linda urged the committee to read this document again so that they are completely aware of the responsibilities placed on Committee members with regard to the AAS.

9. NOTIFIABLE EVENT

The Management Committee noted the notifiable event.

Linda Scott reported that Jenny Little had contacted the Scottish Housing Regulator and reported via its portal that as far as the Association is aware there will be no penalties but that we do not have this in writing at the moment. Jenny also sent copies of the procedure note for returns.

An update on this matter will be given at the next Management Committee meeting.

10. GOVERNANCE REVIEW

The Management Committee noted that the Governance Review was complete with appendices and had been emailed to the Scottish Housing Regulator on Monday 16th September 2019. It was noted that SHR should come back to the Association around mid-October to discuss matters.

Linda Scott advised the committee that as per the Governance Review regarding committee appraisals, two independent consultants had been invited to submit proposals and costings for carrying these out. Discussions have also been held with SHARE regarding the various topics of additional training recommended by Indigo House Group in the Governance Review report. Linda advised that the Association has now received the proposals and costings from both companies but it was felt that as both are quite indepth that analysis of these should be carried out by the Office Bearers and Jim McAlpine. After discussion the Management Committee decided that, given the desire to have appraisals carried out with minimum delay, the Office Bearers and Jim McAlpine should carry out a quality/cost assessment of both proposals and were given delegated responsibility to appoint the successful company.

Linda reported that she has spoken to SHARE and they could also set up a committee programme for training that has been identified as required and it was felt that it would be beneficial to do this training in-house. Another possibility for this training would be SHARE's e-learning facility, although it was noted that not all training is available through this facility. Linda advised that if anyone is interested in the e-learning that they should contact Ann Dundas and she will set this up for them on an individual basis.

11. STANDING ORDERS

Linda Scott distributed updated copies of the Standing Orders and went through each update and change point by point that was required by the Governance Review under the Standing Orders Amendments and Rules Review.

After discussion the Management Committee agreed to approve the changes.

It was noted that the only change which could not be implemented was the “review RHA’s current rules to consider removing the local connection for Management Committee membership”. Linda explained that this will be looked at once the new model rules have been produced by the SFHA and it would be the membership who would decide if this change should be implemented.

12. GLASGOW AND WEST OF SCOTLAND FORUM

12. GWSF Meeting with Housing Minister 03.09.19

The Housing Minister met with GWSF, with the visit hosted by Milnbank HA. The Minister toured an area of predominantly private tenement blocks and was able to compare those blocks improved and now factored by Milnbank HA with unimproved blocks. Senior officials from GCC were also present to emphasise the extent of partnership working on tenements in recent years.

The aim of this visit was to emphasise to the Minister that with adequate resources, partnership working between housing associations and councils could make great inroads into tackling poor tenemental housing and ensuring blocks are properly factored and maintained after the improvements have been carried out.

This visit also demonstrated that repair and improvement funding could be successfully combined with energy efficiency funding in some blocks, although progress of some works had been affected by the new rule allowing only one HEEPS-ABS grant per private landlord. It was suggested to the Minister that greater flexibility was needed on this matter.

12.2 Annual Assurance Statement

Ms Moore reported that GWSF are holding a “Chatham House Rules” session for senior officers on 8 October at 2.00 pm in Govan to provide an opportunity for members to share experiences of their wider self-assessment processes and how these have fed into production of the annual statement.

Ms Moore felt that either Jim McAlpine or Jacqui Anderson should attend this session.

12.3 GWSF Annual Conference

Ms Moore reported that the GWSF Annual Conference will be held this year on 15th November in the Radison Blue hotel.

After discussion it was agreed that senior staff members would attend this and Mrs McInnes, Ms McVey, Mrs Marley and Mr Marley also agreed that they would attend.

12.4 GWSF Open Meeting – 17.10.19

Ms Moore reported that the GWSF Open Meeting would be held on 17.10.19 at 7.00 pm at Govanhill HA. The topic will be Regulation and the importance placed on Rent Levels. The Scottish Housing Regulator has been making some observations about social housing rent levels and the importance of affordability. Ms Moore advised that everyone is welcome to attend this meeting.

13. RNC

Mrs Dunn reported that the 80's fundraising night which was held in August raised £1400.

Mrs Dunn reported that the Halloween fundraising night will be held on Saturday 26th October and tickets are on sale for £5.

Mrs Dunn reported that the Caretaker will be retiring on 31st October 2019. The position has been advertised and 4 candidates have been identified. Interviews are due to be held on Wednesday 02.10.19.

14. RAPA

Mrs Marley reported that there has not been a board meeting due to the manager being off.

Mrs Marley reported that the new lights in RAPA are now fully operational and are proving very beneficial to the park.

Mrs Marley reported that a 3 year funding application with GCC is being worked on at the moment.

15. ANY OTHER BUSINESS

There were no items to note.

The meeting finished at this point and Ms Moore thanked everyone for their attendance.