

Blairtummock Housing Association

Minutes of the Management Committee meeting held on Thursday 13th August 2020 @ 5pm via Microsoft Teams as remote working due to COVID-19 Crisis

Present:

Irene Black, Treasurer
Lynn Blackwood
Yvonne Crockert
Margaret Pirrie, Secretary
Tracy Slaven
Gary Wood, Chairperson

In Attendance:

Della McKelvie, Office Manager (Mins)
Jacqui O'Rourke, Director

1.0 APOLOGIES

- 1.1 Apologies were received on behalf of Catriona Jamieson and Donna Miller.

2.0 MINUTES OF PREVIOUS MEETINGS:

2.1 Office Bearers – 17th June 2020

The above minutes were approved by Gary Wood and seconded by Irene Black.

2.2 Management Committee – 24th June 2020

Above minutes were approved by Irene Black and seconded by Margaret Pirrie.

2.3 Management Committee – 9th July 2020

Above minutes were approved by Irene Black and seconded by Gary Wood.

3.0 MATTERS ARISING

3.1 Rainbow Fund

Spend of the fund is now £5,700 approval granted to top up additional £2,000 as previously discussed now.

3.2 Electric Car

Director advised that the Association paying electricity for the above. Connect have funding to assist in the promotion of the electric car.

3.3 Risk Register

Director advised that the Management Team are re-looking at the above to ensure that it is easily understandable.

4.0 DECLARATIONS OF INTEREST

4.1 There were no declarations of interest.

5.0 EVICTION/DRUG CASE REPORT

5.1 Eviction Report

A decree for eviction was granted in August 2019 for anti-social behaviour (drug offences). The tenant appealed the court decision and following an appeal hearing, the Association was notified on 7th July 2020 that the tenants appeal was not upheld and the decree can now be enforced.

The decree we have been awarded is not covered by the emergency legislation put in place due to COVID 19 as it was originally awarded in August 2019, meaning an eviction could take place at the earliest date of three weeks following Committee decision.

After discussion it was agreed to proceed with eviction at the earliest opportunity.

5.2 Drugs Case

A tenant of Blairtummock Housing Association was recently found guilty of drug offences at court.

The Association were made aware of a warrant executed by Police Scotland on the tenant's property in November of 2019.

Initial information from the police disclosure advised that the tenant was charged with possession of a controlled

drug, producing a controlled drug and two charges of being concerned in the supply of a controlled drug.

We have subsequently discovered through media reports that the tenant was convicted on 9 July 2020 and received a sentence of 16 months.

We have instructed our solicitor to obtain the Extract Conviction from court to confirm the details. However, the newspaper report advised that the value of drugs in the property totalled £49,000. The drugs in question were cannabis and cocaine.

Management Committee agreed that if the tenant does not voluntarily terminate their tenancy, the Association follow the new streamlined eviction process where there has been a recent criminal conviction punishable by imprisonment for tenancy related anti-social or criminal behaviour to end the tenancy.

6.0 COVID 19 – BUSINESS CONTINUITY

6.1 Management Committee noted the contents within the business continuity report. The following was highlighted:

- Association has begun to do non-emergency repairs
- Approved to begin offering void properties to waiting list applicants
- Would be Association decision to offer Temporary Furnished Flats (offered during lockdown to assist GCC) as Scottish Secure Tenancies, this would be on the understanding that these would be classed as Section 5 referrals to assist the Association in meeting targets

7.0 QUARTERLY COMMUNITY REGENERATION UPDATE

7.1 Management Committee noted the following:

- Modern Housing Apprenticeship delayed due to COVID 19
- FARE – majority of clubs are still suspended due to COVID 19
- Environmental Strategy – Brief being developed due 2020/21
- Application submitted to GCC for asset transfer of the former Rogerfield Primary School site.

8.0 QUARTERLY DASHBOARD REPORT APR – JUN 2020

- 8.1 There have been 4 failed accesses for Gas Service since start of lockdown, Association have clear audit trail of communication with tenants.
- 8.2 Expenditure on repairs and planned maintenance down due to COVID 19.
- 8.3 Rent arrears did increase but after the redeployment of the Housing Assistant to work with Senior Housing Officer on rent cases these have begun to reduce.

9.0 AGM PAPERS

- 9.1 Director attend the SFHA session on Hosting Virtual AGMS.
- 9.2 It was agreed to hold the AGM on Thursday 17th September @ 6pm via Zoom.
- 9.3 Letter going out to all shareholders tomorrow to advise of this and to ask if the Association can assist them in anyway with this.
- 9.4 It was agreed to also promote AGM as being an ideal opportunity for shareholders to become Committee Members.
- 9.5 It was agreed that along with the 3 Committee Members who are taking leave of absences at this time that Gary Wood would be the fourth Committee Member to stand for re-election.

10.0 BENEFITS, INTERESTS, GIFTS & HOSPITALITY

- 10.1 As stated within the policy no gifts are allowed over the cost of £25.
- 10.2 Management Committee noted that there was no Christmas Dip this year.
- 10.3 Committee were reminded that it was their responsibility to update any declarations of interest that may change throughout the year.

10.4 Report was noted.

11.0 SECRETARY REPORT

11.1 The above report was noted.

12.0 FORMAL COMPLAINTS

12.1 Formal complaints report was noted.

13.0 2020/21 FYFP REGULATORY SUBMISSION

13.1 Management Committee approved the submission to Scottish Housing Regulator. Business Plan acknowledges the impact of COVID 19.

14.0 STAFFING & ADMINISTRATION

14.1 Management Committee noted the training undertaken during 2019/20 and that training being undertaken at present is being held remotely due to COVID 19.

15.0 REPRESENTATIVE BODIES

15.1 EVH

Letter included within the papers from EVH in regards to 2021 pay increase. Union have now issued a letter in response to EVH letter to state that they have rejected EVH's statement of no pay increase in 2021.

15.2 EHRA

Monthly meeting was held yesterday and the Director and Chairperson both attended online.

15.3 SHR

Consultation in regards to Assurance Statement, it was agreed that BHA be part of a collective response with EHRA partners.

No engagement plans have been issued in response to the assurance statements that were submitted last year,

EHRA response will state this and that believe that due to this that assurance statements process should be deferred this year.

15.4 **SFHA**

SFHA will be launching the EHRA video and are still meeting with Scottish Government and lobbying to change Housing Associations from non-essential to essential works.

16.0 **ANY OTHER COMPETENT BUSINESS**

16.1 **Community Chest**

It was agreed to call the above Blairtummock & Rogerfield Community Chest. There is a short life working group for the community chest process, Tracy Slaven is the representative for Blairtummock & Rogerfield Opportunities.

16.2 **Social Media**

Discussion took place on content within Committee Members personal social media. Few Housing Associations have had issues of late with board members posting and then being used against them and the Association by others.

As there was no further, business to discuss the meeting closed at this point.

Della McKelvie
August 2020

Chairperson: _____