

**GOVANHILL HOUSING ASSOCIATION
MINUTES OF MANAGEMENT COMMITTEE MEETING
WEDNESDAY 22nd JANUARY 2020 AT 6.30PM
SAMARITAN HOUSE, COPLAW STREET**

PRESENT: Annie Macfarlane (Chair)
James White
Elizabeth Klein
Robert Findlater
Barbara Robertson
Keith Kintrea
Mujeeb Ur-Rehman
Wilma Logan

IN ATTENDANCE: John Quinn, Director
Shannon Watson, Head of Finance & IT (HFT)
Alison Kevan, Head of Corporate Services & HR (HCSHR)
Alan McDonald, Head of Housing & Property Services (HHPS)
Liz Campbell, Minute Secretary

1.Apologies

John McLardie, Ghazala Hakeem, Iain Doherty and Celine Whitby

2.Declarations of Interest

Those members of the Management Committee who are also GCDT Directors declared an interest in Agenda Item No 8

3.Minutes of Management Committee Meeting Held On 4th December 2019

The minutes were proposed by James White and seconded by Robert Findlater

Matters Arising – The job advert for Interim Development Manager is being prepared and will progress soon.

Notifiable Event – MEARS are pursuing the matter with their insurance company and the insurers are dealing with the solicitors instructed to act on behalf of the tenant. A further update will be provided when this becomes available.

Placemaking – it was asked if a response had been sent and an invitation extended to join the new build tenants focus group.

Director will confirm this has been done and send update to Committee by email.

4. Thistle Housing Association Transfer Notice – Appraisal – Decision Required

The Scottish Housing Regulator (SHR) asked Registered Social Landlords (RSLs) to express an interest in assuming responsibilities for Thistle Housing Association in Toryglen. A tentative discussion had taken place with a representative from SHR at the end of Summer 2019.

The Management Team have previously been asked to provide support to Thistle and have done so.

A discussion took place around the areas that were looked at and some of the difficulties that have been faced by Thistle were mentioned. An initial appraisal report was distributed with the papers for information.

The main points that were highlighted were:

- Many issues identified by the SHR and H&S Exec could be staff intensive to rectify.
- This investment of staff time could be detrimental to maintaining Govanhill Housing Association's reputation and the service delivery to current tenants.
- There were concerns about the technical controls and contractual management systems in place at Thistle.
- Senior staff have the skills but doubts were raised if Govanhill Housing Association has the financial and management time capacity required to rectify the situation.

In discussion it was noted that the report had made a serious assessment of the request and it made good sense to do so as this kind of opportunity does not arise often. However, the understanding from the report was a strong sense that this was not a viable opportunity.

It was asked if there was scope for several smaller RSLs to share the work and spread the risk, but other Associations have already clearly stated that this was not of interest to them.

It was a unanimous decision that an expression of interest should not be made to Thistle Housing Association

5. Business Plan Update – For Information

It had been agreed that this year an update to the existing Business Plan would be produced and a full review would take place towards the end of the three-year plan.

The Senior Management team had met to provide JH Consulting, who have been commissioned to work with us on both GhHA and GCDT plans, with updates for each of their departments. The Director provided an update on these discussions. These centred on four particular areas of business.

Consolidating and improving our core business through service improvement and investment.

Attention was drawn to the current consultation taking place around pensions following the most recent valuation and the increases from 2020. The Director also noted that the Interim Manager post in Development, agreed at the last meeting, was about to be advertised.

Achieving growth by acquiring and repairing poor quality housing and through new housebuilding

A report was distributed that gave an overview of programmed works that had been planned and their progress to date. As previously requested, this gave a breakdown of component units that have been fitted to date. This included kitchens, windows, smoke detectors and heating systems. It was noted that this was a good update, but a request was made for the budgets for these to be seen. **The Housing Services Manager will forward these on.**

Managing our assets and resources well for the benefit of customers and communities.

It was noted that the data collected could also provide opportunities to look at more sustainable alternatives to say gas boilers and heating systems. It was recognised that this could be an opportunity for the Association to lead on these matters.

Working with the community and others to improve opportunities and the quality of life for local people.

It was highlighted that, up to the end of quarter 3, the welfare rights team have increased the income of local people by £1.2 million.

Universal Credit of £920,000 has been claimed in the first three quarters of the year. This means that a total amount of an £2.2 million has been generated for local families.

It was suggested that this should be the basis of a news article.

6. GCDT Staff Redundancy Consultation – For Approval

This was agreed at the GCDT Board meeting prior to the Management Committee meeting and was brought to Committee as the parent body for approval.

It was asked if an agreement in principal to consult with the staff whose posts are due to end on 31st March 2020 could be given but that managers have flexibility in the timescale that this formally starts.

All agreed and approval was given to proceed on this basis.

7. Commercial Leasing of Association Premises at 172 Butterbiggins Road, G42 7AL – For Approval

Two organisations have offered to lease this commercial property which is currently vacant. One of them wishes to make it a permanent base so will be a longer-term tenant.

It was agreed that a commercial lease be offered to the Daisy Chain Early Years project

8. Govanhill Community Garden – Granting of Licence to Occupy to GCDT – For Approval

Paper submitted outlining the requirement for the Association, as landowner, to grant to GCDT a Licence to Occupy in relation to the Community Garden. The terms and conditions of the Licence were noted.

The Management Committee agreed to grant the Licence to Occupy to GCDT - to be signed by the Secretary, Elizabeth Klein, and thereafter by GCDT

9. Investing in Communities Fund - Approval of ICF Grant Offer and Authorised Signatories

The Management Committee approved the Scottish Government's ICF Grant Offer dated 13th January 2020 and the Schedule of Authorised Signatories, as presented, in relation to the Scottish Government's Investing in Communities Fund – Round 1 (2019/20 – 2021/22)

Project Name: South West Govanhill Initiative Community Support

HARP Reference: P43577

Grant Amount: £245,311

The Grant Offer meets the full salary, NI and Pension costs of the 2 Community Support Officers and the Backcourt Engagement Officer within the SW Govanhill Team for the period October 2019 to March 2022

The Schedule and Signatures were endorsed by Annie Macfarlane, Chairperson, and John Quinn, Director. The completed Schedule will be submitted to the Scottish Government along with an extract of the minute of the Management Committee.

The Management Committee agreed to accept the offer of grant – to be signed by the Secretary, Elizabeth Klein

10. Minutes of Sub-Committees – For Information

- F & GP meeting held on 13th November 2019
- Audit & Risk Meeting held on 20th November 2019
- GCDT meeting held on 27th November 2019

All minutes and content were noted.

11. Reports from Other Organisations

Employers in Voluntary Housing (EVH)

Nothing to report

Glasgow and West of Scotland Forum of Housing Associations (GWSF)

Nothing to report

SHARE

Nothing to report

Govanhill Community Action (GoCA)

Last minutes not available due to staff illness

12. Documents for Formal Execution – For Approval

Share applications in respect of the following were received and approved:



Also, for formal execution were the following documents:

- Licence to Occupy granted by Govanhill Housing Association to Govanhill Community Development Trust in respect of the Govanhill Community Garden (land to the rear of Butterbiggin Road)
- Offer of Grant from the Scottish Government's Investing in Communities Fund in the sum of £245,311 in respect of South West Govanhill Initiative Community Support Programme
- Schedule of Association Authorised Signatories for the Scottish Government's Investing in Communities Fund
- Building contract between Govanhill Housing Association and Morris & Spottiswood Ltd in respect of internal improvements and repairs to flats and common repairs to 8,10,20 and 22 Annette Street, Glasgow, G42 in the sum of £1,273,680.59

13. Correspondence – For Information

None

14. AOCB

Committee were reminded of the Succession Planning session to be run by Jim Harvey on the 29th January 2020.

15. DATE OF NEXT MEETING

Wednesday 4th March 2020 at 6.30pm