

HILLHEAD HOUSING ASSOCIATION 2000

Minutes of the Management Committee Meeting held on Wednesday 6 December at 5.30pm

Present: J Jamieson (Chair)
S Niven
C Taylor
Cllr S Murray
K McIntyre (Remote)
M Docherty
P O'Connell (Remote)

In Attendance: S Macintyre, Director
C McKiernan, Depute Director / Housing Manager
S Tait, Head of Development & Property Services
M White, Head of Corporate Services
K Tait, Corporate Services Assistant

Before the meeting began Committee were introduced to Mandy McIntyre. Mandy is a tenant of the Association who is looking to join the Management Committee and was invited to observe tonight's meeting.

1. **APOLOGIES**

There were apologies from A McPhee. S Macintyre advised that W Hassan is on a leave of absence until January

2. **DECLARATION OF INTEREST/DEFERRED ITEMS**

There were no declarations of interest

3. **MINUTES AND MATTERS ARISING**

Management Committee meeting 01/11/2023

C McKiernan advised that the Association has now leased a property to East Dunbartonshire Welcomes Refugees following approval at last month's meeting.

These Minutes were proposed by J Jamieson and seconded by M Docherty.

3.2 Action List

Committee noted the contents of the action list.

4. DIRECTORS REPORT

Scottish Housing Regulator

S Macintyre advised that the Regulator has requested information from all RSLs on any properties that may contain RAAC within their stock. The Association has asked an engineer from the structural partnership to propose a fee for a survey to be carried out on potential properties which is still to be received.

S Macintyre informed Committee that once his successor has been appointed J Jamieson will inform the Regulator

It was agreed that S Macintyre would submit a response to the SHR's consultation on the regulatory framework by the 15 December. Specifically, the Committee asked that he highlight the risk of any level of "non-compliant status" may trigger a covenant breach with a Lender.

Cyber Security

Following a trial of Committee using Teams via laptops issued by the Association it is understood that this arrangement is not working out as well as hoped. The Association will now look to integrate a Committee portal on the Association's website where Committee can access agendas and reports for upcoming meetings using their own devices. The Association will now look to repurpose the Committee laptops for staff use when their current laptops reach end of life.

Correspondence

S Macintyre included correspondence from EVH, GWSF and SFHA for members to read over.

Recruitment

S Macintyre advised that shortlisting for the new Director took place on November 22, 2023, with interviews taking place on Friday 8 December at the Garfield Hotel in Stepps.

Christmas & New Year Arrangements

Committee were reminded that the Staff and Committee lunch takes place on Friday 15 December at 1.30pm at the Broadcroft Hotel.

The Office will close at 12.30pm on Friday 22 December 2023 and re-open on Thursday 4 January 2024

5. Membership Report

S Macintyre presented Committee with the Membership report. Committee were asked to formally approve M McIntyre's application for membership.

Committee formally approved this.

6. Rent Review 2024/25

C McKiernan presented Committee with the rent review report for the year 2024/25. Committee were asked to note the contents of the report before discussing and coming to an agreement on a percentage increase to consult tenants with for the year 2024/25. C McKiernan advised that P Long of FMD has written up financial forecasts for the future should the Association consult on an increase of 4.6%, 5.6%, and 6.6%. C McKiernan highlighted the affordability factors for tenants that has been drawn up within the reports and advised that the Association would look to consult on an increase of 6.6%. This figure is October CPI+2%, however, Committee were reminded that the Association's rent increase last year was 4% below the CPI rate. Committee were asked to discuss the contents of the report before agreeing on a percentage increase to consult tenants with. Following discussion amongst Committee members it was agreed to consult tenants on a proposed rent increase of 6.6% for the year 2024/25.

7. Development Report

Committee were presented with an updated report on the new development at Fauldhead Road. Committee were advised that since the last update there has been an increase in cost per unit in the sum of £2,122.95. This is due to changes to the final warrant drawing and the foundation solution of the flatted block. The Association has advised the Scottish Government, and it is anticipated that this increase would be covered by grant.

It was highlighted within the report that there were conflicting totals when it came to the total costs of the development. This was an error made by C-urb who prepared the report to be presented to Committee. With no staff member present from C-urb at the meeting staff were unable to verify what the correct figure would be. It was agreed that the Association would get in contact with C-urb to rectify this totalling error and then redistribute the report with correct figures to Committee.

8. Policy Reviews

M White presented the Recruitment and Selection Policy to Committee for review. It was noted that there were no changes or amendments made to the

policy. Committee noted the contents of the policy and subsequently approved the Recruitment and Selection policy.

9. A.O.C.B

There was no other Business.

10. Date of Next Meeting

Wednesday 7 February 2024

Minutes prepared by K Tait, Corporate Services Assistant

Date: 08 December 2023

Chairpersons Signature:

Date:

Copies of the above reports are available on request.