

Please note compliance with Scottish Housing Regulator's Standards and Freedom of Information requirements at end of these minutes Minutes of the Committee of Management/Board of Blue Triangle (Glasgow) Housing Association Ltd, via MS Teams, Glasgow on 27 January 2022.

- | | <u>Action</u>
<u>By</u> |
|--|--|
| <p>1. <u>Present</u>
Ms A Davis (AD) (Chair), Ms E Campanaro (EC) (Vice Chair), Mr J Brown (JB), Ms MC Gair (MCG), Mr S McIvor (SMcl), Mr J Edwards (JE), Mr M Trant (MT), Ms K Phillips (KP), Ms R Harper (RH)</p> | |
| <p>2. <u>In Attendance</u>
Mr I Macfarlane (IM), Mr D Lamont (DL), Ms G Longmire (GL), Mr I Elrick (IE), Mr D Stewart (DS), Ms K McGhee (KM), Ms L Bryan (LB), Ms K Irvine (KI), Mr M Ross (MR) (part), Mr S Sands (SS) (part), Ms L Allardyce (LA) (Minutes)</p> | |
| <p>3. <u>Apologies</u>
Ms Heather Ward (HW)</p> | |
| <p>4. <u>Conflicts Of Interest</u>
None</p> | |
| <p>5. <u>Minutes of the previous Committee of Management Meeting</u>
The minutes of the meeting held on 25 November 2021 were approved.</p> | |
| <p>6. <u>Matters Arising</u>
None</p> <p>AD welcomed DL and GL to Blue Triangle.</p> | |
| <p>7. <u>Presentation by Scottish Futures Trust Hub Co South West</u>
MR and SS gave a presentation on the work of Hub Co South West and how they could assist with the Recovery and Wellbeing Village project.</p> <p>There was a short Q and A with the Board.</p> <p><i>Actions: MR will send Design and Build Development Agreement (DBDA) contract to IM for forwarding to the Board.</i></p> <p>MR and SS left the meeting.</p> | MR/IM |
| <p>8. <u>For Discussion</u></p> | |

8.1 Recovery and Wellbeing Village (Hamilton) Update
 IM updated the committee on the progress. IM highlighted the strong cross party support at Holyrood. The board was not asked for any approvals at this time but it would be discussed at Laser COM when the first stage of Hub Co South West's involvement would be complete.

JE felt that a memorandum of understanding with HAFC would be prudent.

8.2 Budget and Business Plan Update
 AD thanked IE for his work on the Draft Budget. IM commented on the increased rigour in compiling the 2022/23 budget. IM confirmed that the Budget and Business Plan would be brought to FIA on 17/03/22 and the next COM/Board meeting on 31/03/22.

Actions: Finalise budget and Business Plan by 17/03/22.

IE/IM

8.3 Strategy and Planning Framework
 AD thanked DL for a useful structure.
 MT asked how the strategy would work with ongoing tenders? Would we set out what we would and would not tender for?
 DL explained there were principles around the types of tenders that would currently be tendered for. DL highlighted the need for being able to fast track any outliers to this. IM explained he qualified tenders on a daily basis.
 AD felt developing an appraisal mechanism would be crucial.

8.4 Board Recruitment
 AD asked the Board/COM if recruiting full board members or co-opting was appropriate at this point?
 MT asked if Margaret Gibb (MG) was still being recruited to the Board/COM?
 IM explained MG was still working with Blue Triangle and there would be a cooling off period. AD noted that although no formal rules exist the period would be 3 months.

The Board/COM agreed to discuss co-optees at sub-committee level and AD would contact MG.

Actions: AD to contact MG to discuss her applying to join the Board/COM

AD

9. For Information

9.1 Transformation Programme Update
 DL explained this would in the future be covered in the bigger Transformation Programme.

The Board accepted the report.

9.2 CEO Update

IM highlighted the significant incidents. AD urged employees to use PAM Assist, to tell the Board if there is anything else which could help and a huge thank you from the Board.

KP asked if safeguarding training could be provided for the Board? AD felt that all Board training should be looked at again.

IM explained the Risk Register would be reviewed and relevant risks brought to all sub committees and Board/COM.

Actions:

- *Risk Register to be reviewed and made a standing item on agendas.*
- *Board training to be reviewed*

IM
IM/AD

9.3 Tenders, Contracts and Live Opportunities

IM informed the Board Dumfries and Galloway Council had provided feedback on the tender bid submitted. Quarriers had been the successful bidders on this occasion in part due to them being on the ground already.

IM explained he would be speaking at SRC Youth Justice Conference about our Cathedrals of the People project.

AD asked when LK would be joining Blue Triangle? IM confirmed she would be in post 14/02/22.

10. Verbal Updates

10.1 CEO Update South Ayrshire

IM gave a verbal update on the current situation in South Ayrshire. IM highlighted South Ayrshire Council's wish for us to open up other funding to enable us to continue to provide services.

IM informed the Board of the weekly project meetings to enable the best outcome for us.

10.2 Operations Update

KM gave a verbal update highlighting the continued stresses faced by staff including incidents requiring Naloxone to be administered and staff absence.

10.3 Property Update

DS gave a verbal update on the progress at 100 Berkeley Street and the need for additional office space at Viewpark.

10.4 Finance Update

IE provided a finance update highlighting the 2022/23 Budget as his priority. IE asked if the Board would agree for him to approach LAs re increasing the rentals by 5.4%.

The Board agreed this.

IM provided information on Blue Triangle working with MR Associates to maximise the income from Housing Benefit (HB) and this would happen in parallel to the 5.4% increase.

Actions: IE to approach LAs re increasing rentals by 5.4%

IE

10.5 People Update

GL gave an update highlighting AJ had resigned from post as Learning and Development Officer and that recruitment for her replacement had commenced. GL also noted that COVID absence had increased due to the impact of Long COVID.

11. Subcommittee Reports

11.1 Finance, Investment and Audit (21st October 2021)

The Board accepted the report.

12. Policies for Approval

Policies recommended for Board Approval

None.

13. AOCB

None.

14. Date of Next Meeting

31 March 2022

Next Sub-Committee Meetings:

Service Delivery & Change – 17 February 2022

Laser COM – 24 February 2022

Service Development – 03 March 2022

Remuneration – 10 March 2022

Finance, Investment & Audit – 17 March 2022



Signed: Anna Davis, Chair

Dated: 31st March 2022

The COM minutes may be required to be posted on our external website to comply with Scottish Housing Regulator guidance and Freedom of Information legislation. Should we be asked for information in relation to this meeting. Text will be redacted and the reason for redaction noted below.

Page	Section	Reason

