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Committee of Management/Board Meeting of Blue Triangle (Glasgow) Housing Association Ltd, in person and via MS Teams, Ground Floor, Berkeley Street, Glasgow on 24th November 2022 at 10.30am.

1. Present Action

In Person: Ms A Davis (AD) (Chair), Mr M Trant (MT), Ms R Harper (RH), Ms H Ward (HW), Ms K Phillips (KP) Ms E Campanaro (EC), Mr J Edwards (JE), Ms MC Gair (MCG),

Via MS Teams: Mr J McNaughton (JM), Ms M Gibb (MG)

2. In Attendance

In Person: Mr I MacFarlane (IM), Ms L Keegan (LK), Ms L Munro (LM), Mr D Stewart (DS) and Ms L McElroy (LMcE) (Minutes)

Via MS Teams: Ms G Longmire (GL)

3. Apologies

Mr J Pow (JP)

4. Conflicts Of Interest

None.

5. Minutes of Approval (29th September 2022)

Amendment to reference on item 4: Conflicts of Interest – SMCI should read SM.

With the above change the minutes were approved.

6. Matters Arising

None

6.1 Positive Updates

LM provided an update. 40-year-old service user in **Clydebank** who was in recovery has secured an apprenticeship in a boat yard which was an interest and support provided has helped him engage and secure this opportunity.

Paisley will be holding their annual outdoor Christmas market on 13th December 2022 at Bruce Court. They have also received £750 of funds from Slaters for activities over the festive period. Service Users and staff are also collecting for local foodbanks as part of their approach to give back to the community.

North Lanarkshire Breakthrough work is underway. Staff have been supporting a tenant facing illegal eviction from their property which put their recovery progress at risk. Engaged with Shelter who advised the landlord of the tenants rights. Tenancy is being sustained and continuing to engage with support. There has also been an improvement in their health with 25 hospital visits in one year, they have now had 3 months without any medical intervention sought and had a reduction in substance use.



8 internal applications have been received for the Regional Manager posts with interviews taking place week commencing 28th November 2022.

7. FOR DISCUSSION

7.1 Mid-Year Position and Forecast to Year End

IM advised work has begun on the Sustainability of Business Plan for the next FY.

The year-end forecast in September 2022 was a deficit of 437K, current reforecast shows a surplus of 79K. The remaining £43K Homelessness Social Work funds should be closed off by end of year. IM/YL reviewing Glasgow 'Surplus' position for FY 2021/22 to fully close this matter.

IM/YL

Cost of living for 2023/24 and Job Evaluation outcomes need to be reviewed and staff engaged in discussions as to affordability. Government funding increase and rental increase allowed for a 5% uplift in 2022/23, this will not be the case going forward.

Key Positive and Negatives within books: Leavers in cost book and void levels. Further lobbying needed with regard to voids through an open book exercise with local authorities to highlight the impact. Void projection for year is worst case scenario.

Heat and light are unknowns at this point as we reach the end of the framework agreement. Prudent approach to projections for the remainder of the year. Once agreed costs are received from Scottish Government these will be factored in.

Settlement agreements have been included in the figures. Recruitment costs will increase as we engage in new approaches to increase interest.

One key lever that needs to be looked at is agency costs/use. Several organisations have put a stop to use of agency staff, however the consequence of this would be a major impact on BT staff. Costs need to be split out in the forecast and monitored closely.

YL/LM/GL

The Recovery and Wellbeing Village project is paused at present until we have clarity on funding.

AD thanked, on behalf of the Committee, YL for the work undertaken to get the figures to their current standard in the absence of the Director of Finance. This has been a complete turnaround in the modelling of accounting.

7.2 Budget 23/24 Requirements

2022/23 budget provided for reference as planning for 23/24 budget begins.

EC noted the usefulness of dedicated codes for pieces of work to show any overspend/underspend and any impact on other funding. This will help understanding of any changes to planned spend.



Meeting re strategy taking place on 25/11. This will assist in initial discussions with UNISON at JNCC in December.

MT asked if any clarity had been received re rent freeze impact. There is no clear guidance as to impact on organisations like BT, only landlords/housing providers. At present it does not impact on us, however this may change. LK advised that the funding for supported accommodation is different so increase should be negotiated.

Salary data can be extracted and possible uplift %ages attached to outline potential costs. This will feed into JNCC discussions relating to affordability along with JE outcomes.

YL

Two budget scenarios to be prepared. One assuming a rent uplift is achieved and one where the rent freeze applies.

YL

Central Support FY23/24 – are costs being recovered and if not, what is the size of funding gap and how is this closed? Reduction in voids, agency staff, increase in income. IM noted that WTE has reduced since 21/22 and the new structure has resulted in a £62K increase in costs.

LK will engage with Housing Benefit teams across LA's to get forecast budgets to understand position and speak to each commissioner.

LK

The Sustainability of Business Plan will assist with return to surplus approaches. Review of contracts and areas of engagement, does anything need to change. Several contracts have been extended during COVID, however there was no renegotiation of costs.

There won't be a positive impact next year from historic surplus now this has been dealt with, there should be a reduction in one year investment costs as these come to an end. Clarity on any new investment costs that will hit 23/24.

Update to the 3-year income forecast to be brought to this meeting to show where we are compared with where we projected we would be.

YL

LK noted that commercial modelling needs to be built. AD offered assistance if needed.

LK/AD

Discussion with Glasgow Alliance on 23/11, Holland Street and Sauchiehall Street services will continue next year.

To allow the Director of Finance to be involved in budget discussions it was agreed that the FIA committee for January will be moved to 19/01 and a Laser COM arranged for 9th February in person at CS. The 26/01 meeting remains in the diary with members attending virtually.



KP/LK to engage re fundraising approaches.

KP/LK

8. FOR INFORMATION

8.1 CEO Update

CI complaints submitted by an ex-relief worker. Responses being prepared and CI will be updated on outcome.

Internal Audit Structure of the Finance Team & Management Account Process completed w/c 14/11. Digital Architecture audit has commenced this week.

Incidents continuing relating to suicidal idealisations, drug use. Staff are under a lot of pressure in the situations as lone working continues.

Recruitment continues to be an issue. Peripatetic employees may be a solution to shift cover.

Diversification of income may include diversification of service sectors.

COM members formally noted their congratulations to IM in receiving the nomination and making the finals of HR Awards CEO of the Year.

8.2 Glasgow Surplus - Status Update

Matter almost fully closed, remaining £43K to be concluded by end of year.

8.3 Transformation Programme Update

SHARP trial ongoing with positive feedback received. Staff engaging in the trial have been asked to put the system through its paces to ensure any bugs are ironed out prior to rolling out to all services. Forms are now completed through SHARP reducing the need for paperwork, this ensures the secure storage of data. Completing one form also pulls the relevant data onto all future forms for the Service User. SHARP links with Finance SDM, SAGE HR and Payroll systems at CS to streamline processes such as housing benefit.

Committee noted their thanks to all staff involved in this project.

GL also highlighted the work undertaken with Thrive by Fiona MacDonald (FM). This system is now fully embedded in all locations with access for Board members. Positive feedback received and potential to utilise the training platform as a Social Care Academy in the future for grassroot organisations.

8.4 Recovery and Wellbeing Village (Hamilton) Status

Proposal has been submitted with request for initial £106K which is a go/no go point. Progress paused at present until the outcome of this is received. Discussions ongoing with working group to look at other funding options.

Working Group meeting next on 28/11.

8.5 Tenders, Contracts & Live Opportunities

LK provided update.

Glasgow Homes First bid has been submitted and outcome awaited regarding next stage. Noted this contract requires a lot of input for a value that may not make it viable. Keen to engage in these discussions to give further insight as to what the focus and priorities are of each LA.

Glasgow Abstinence hub and South Lanarkshire Support Living frameworks currently being qualified.

K Donnachie, Communication and Engagement Manager is supporting LK and JB in submission of local grant/trust bids.

MT noted the new format of this report which provides a clearer outline of progress and work underway.

MG left the meeting at noon.

8.6 Corporate Risk Register

No change. This will be reviewed at SLT and updated.

8.7 Corporate Action Tracker

No concerns. Focus on two amber items progressing.

8.8 Quality of Buildings: Health and Safety

DS noted that the HMO license renewal for Don Mor Lodge has been received.

8.9 People Update: Notifiable Events

NE submitted and accepted. A further NE will be submitted once AB's agreement has been signed.

GL thanked JH and FM for their support during her absence.

High level case work continuing. Relevant regulators have been notified as appropriate.

JM noted incorrect pronoun reference in NE submission, this will be rectified on file.

LMCE

9. Sub-Committee Reports

9.1 Delivery & Change sub-committee (13th October 2022)

Approved.

9.2 Finance, Investment and Audit sub-committee (10th November 2022)

Approved.

10. Policies for Approval

10.1 Policies recommended by subcommittee for approval

GL noted thanks for feedback provided. Nothing concerning in responses. GL will discuss any queries on changes directly with members. Agreed that policies be approved with minor amendments and uploaded to Involv. Rollout and training for staff will be arranged in due course.

GL

10.2 Policies not approved by sub-committee

None.

11. A.O.C.B

None.

12. Date of Next Meeting:

26th January 2023

Additional Laser COM arranged for 9th February 2023 to discuss 2023/24 budget

Next Committee Meetings:

Development and Partnership Committee – 1st December 2022

Delivery and Change Committee – 8th December 2022

FIA Committee – 19th January 2023

Signed: Anna Davis, Chair

Dated: 26th January 2023

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