



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, in person and via MS Teams, Glasgow on Thursday 28th September 2023, 10:30 – 12:30.

1. **Present** Action
In person: Ms A Davis (AD-Chair), Mr J Pow (JP), Ms M Gibb (MG), Ms H Ward (HW), Ms R Harper (RH), Mr M Trant (MT), Mr J McNaughton (JMcN) and Ms MC Gair (MCG).
Via Teams: Ms E Campanaro (EC – Vice Chair).
2. **In Attendance**
In person: Mr J Lloyd (JL), Ms L Keegan (LK), Ms L Munro (LM) and Ms L McElroy (LMcE – minutes).
3. **Apologies**
Ms K Phillips (KP) and Ms G Longmire (GL).
4. **Conflict of Interest**
None.
5. **Minutes Approval: 17th August 2023**
Approved, with appropriate redactions, and will be uploaded to website.
6. **Matters Arising including Action Tracker**
None
 - 6.1 Services: Positive Updates
Falkirk: Tight turnaround for implantation of service with service starting on Monday, 2nd October. Management team in place with internal appointments and 4 staff have TUPE transferred from previous provider. Handover of supported people paperwork taking place today and variation in place for Millhill service to attach.

Positive feedback from Falkirk on the process of transfer. Launch on 22nd November which COM will be invited to.

Hamilton Video: Supported person through IFS story being shared on socials today.

Renfrew: Email shared with members from external partner on positive impact of staff on supported persons journey to tenancy. Will be included in annual report.
7. **FOR APPROVAL**
 - 7.1 Annual Assurance and Equalities Statement to Scottish Housing Regulator
COM approved the content of the assurance Compliance plan.



Thorough document with clear outline of what we do to ensure compliance.

Assurance statement and Equalities and Human Rights statements approved.

These will be uploaded to the SHR portal prior to the deadline of October 31st. **LMCE**

7.2

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7.3 Rule Confirmation - AGM

Committee approved report with confirmation that rules 62-67 have been followed through the course of the year prior to the AGM.

7.4 Falkirk Lot 2

Discussion took place at FIA with the COM members invited to engage in the approval. Lot 2 is an outreach model through Falkirk which links with Lot 1. As housing was required we sought approval from COM that property would be taken on should we be successful. Bid has been submitted and we await the outcome of this.

This was formally approved by COM at FIA and noted for completeness at this meeting.

8. **FOR DISCUSSION**

8.1 Corporate Risk Register

Reviewed at SLT with focus at one meeting per month.

Document has been simplified to provide more clarity to allow for use internally and at COM discussion. Realistic target dates including. Scoring has been amended to reflect numerical value for the scale of risk.

Arrows will be added back in to reflect change from the previous update. Update at COM will have progress noted in a different colour to highlight what has changed.

JL

Document will be shared with G Meek for further discussion going forward. Focus on risk at FIA on 9th November 2023.

MG noted risk 1: Suitable accommodation has reduced from previous report. LK responded that due to the conversations we are having with commissioners in each local authority and the requirement for our services to be in place. We are aware of the issues but the risk is lower at present. DS noted the time it takes to make a change and mitigation outlines our plans and timescales

Consideration needed on input from government level where decisions may be made which commissioners cannot influence. MG proposed conversations with LA about housing and accommodation options as opposed to services. LK has made these links

Approved revised version for use (dates to be amended).

9. **FOR INFORMATION**

9.1 **CEO Update**



JL provided update. External audit tender is out with closing date of 13th October for review, potential interview at FIA on 9th November based on outcome of submissions.

Pay award resolved.

Glasgow Alliance, notification of winding down. We are waiting to see what comes from these discussions. There is no immediate risk of change until the next steps are agreed. AD asked if any further information shared. At present no questions have been answered and sessions will be scheduled. LK has linked in with Simon Community and Turning Point Scotland to discuss plans going forward.

Cloud migration. Services have been migrated with some teething issues but progressing.

High volume of incidents reported, this reflects the referrals we are receiving with complex needs. There haven't been changes in our approaches and policies.

LK noted interest in being involved in the next steps.

9.2 Pipeline, New Services and Contracts

LK provided update.

Awaiting outcome of South Lanarkshire and Lot 2 Falkirk. Renfrewshire retender was submitted for Bruce Court, Renfrew and Argyle St. Clarifications received regarding cyber security with responses sent yesterday.

Criminal justice was qualified out due to the requirement of support needs. Budget has also been reduced since it was released.

Meeting will be set up with Action with Children which may allow for partnership approach going forward.

West Dunbartonshire Housing First expected however we have high voids in this region which is an ongoing concern.

South Lanarkshire discussions regarding potential consortium for all their provision with a lead provider. LK and LM have been involved in these meetings. Meeting tomorrow for further discussion. High risks and short timescale. This would be a lead provider approach.

9.3 Quality of Buildings : Health and Safety

DS Provided update.

Sanctuary have admitted liability for the issues with cisterns at Abercorn. Plan awaited on their approach to repairs.

9.4 Corporate Action Tracker



Update shared. Some have been postponed until CEO is in place. **JL**
Continually monitoring status of these actions. SLT actions will be included with a lead to ensure monitoring.

10. Sub-Committee Reports

10.1 Delivery & Change subcommittee (7th September 2023)

HW highlighted points within the minute. [REDACTED]

10.2 Development and Partnership sub-committee (4th September 2023)

MCG noted the main discussions relating to Falkirk Lot 2 and the potential of purchase which was fed into FIA. Property updates ongoing within this committee which will be built into the property strategy as we move forward.

10.3 Finance, Investment and Audit sub-committee (14th September 2023)

Focus on Falkirk Lot 2 proposal. Management accounts reviewed at each meeting and we are slightly ahead of expected position at the current time.

10.4 Remuneration Committee (11th September 2023)

Performance management with evaluation of staff with SMART objectives isn't fully implemented at this time.

Current TOR for committee has delegated authority. This will be reviewed as part of the Standing orders and brought back to COM.

11. Policies for Approval

11.1 Policies recommended by subcommittee for approval

Service Delivery:

11.1.1 Absence management Policy

Policy was approved at the Delivery and Change committee. Amendment made following discussion.

Policy approved

Chair Update

AD shared her thanks to the SLT over recent months. Lots of growth within both as to decision making.

AD noted her intention to step down from the Chair post and COM as of 30th October 2023. EC will also step down as Vice Chair as of October 30th and from COM following recruitment of new members. SHR have been notified of intention to step down and outcome will be shared with them.

AD noted her thanks to EC for her input to COM and sub-committees.



Discussion had taken place regarding remuneration of COM members and the decision was made not to do so. Noted that this may have a negative impact on recruitment.

6-month interim Chair and Vice Chair will be voted upon at the end of the meeting to allow for capacity to be reviewed by postholders. CVS and covering letters shared with members for voting.

MG will step into Chair of Remuneration committee post going forward.

12. **A.O.C.B**

Committee Quorum

If there are instances where a member cannot attend a sub-com please ensure this is notified to the Executive Support Officer as there may be issued with quorum and decisions being ratified. Where necessary we may need to call on other COM members to join a committee to ensure quorate for decisions. This will be discussed further with COM members at next meeting.

Date of Next meeting

23/11/2023 at 10.30am.

Next Committee Meetings:

FIA Committee – 9th November 2023

Delivery and Change Committee 16th November 2023

Development and Partnership Committee 4th December 2023

Signed: _____

Dated: _____

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
2-3	7.2	Discussion relating to pay: confidential
5	10.1	Reference to discussion covered under 7.2 on this minute