



Committee of Management/Board Meeting, Thursday 26th September 2024 at 10:30 – 12:30 at the ground floor on Berkeley Street.

1. **Present and Welcoming New Members** Action
In Person: J McNaughton (JMcN – Chair), M Gibb (MG), R Harper (RH), S Randell (SR), E Campanaro (EC), K McLaughlan (KM), J Neilson (JN) and H Ward (HW).
Teams: Mr M Trant (MT)
Welcome to Gavin Mochan (GM2) who is attending his first meeting.
 2. **In Attendance**
G Meek (GM), L Keegan (LK), L Munro (LM), J Hempsey (JH) and L McElroy (LMcE- minutes).
 3. **Apologies and Attendance Tracker**
J Pow and MC Gair (MCG). MCG has submitted apologies and noted her intention to stand down from the COM which will be recorded at the AGM. JMcN noted thanks from committee for her input over the last 3.5 years.
 4. **Conflict of Interest**
None.
 5. **Minutes Approval: (15th August 2024)**
Approved. Appropriate redactions will be made and uploaded.
 6. **Matters Arising/Corporate Action Tracker**
B200: Management Accounts will be prepared and circulated by working day 14 going forward.

KB209: PI's – PowerBI discussion underway with IT provider.

B228: Bonhill visit – 26th September. GM/LM and JMcN visiting.

B231: Voids – closed action as part of reporting mechanism.
- 6.1 Services: Positive Updates**
Millhill service received scorings of 5 and 6 following their unannounced Care Inspectorate (CI) inspection.

Somerset: Unannounced inspection, 5's have been indicated for scores but has taken for further discussion to up to a 6. Noted that 6's are rare.

Best practice from services are shared at Managers meetings, included in newsletter and social media posts

Hamilton: Assistant Manager successfully completed SVQ in 8 months. Hub set up in service for SP access. Support Worker leading on training courses.

Clydebank: SPs visited Celtic Park and met manager. Opportunity given to the individuals to link in with their training through the club.

Lanark: 3 supported people engaged in Promise package to obtain funding.

Morrisons match funding for Abercorn service for HUB. They have donated £8k to the service which is fantastic.

7. Health and Safety: No Update

No update.

8. FOR APPROVAL

8.1 Social and Sustainable Capital (SASC) Contract presentation from Allia C&C

SASH Funding offer approved following due diligence. From Blue Triangle side we have carried out further due diligence to review other funding options. Terms and Conditions (Standard and Commercial) were shared with committee with proposed amendments.

P Freer, Allia C&C, provided background on organisation and expertise. Provision of information on alternative funding options on an independent view

Funding source through SASC aligns with organisational aims. Covered core elements of the financial agreement.



Financial Covenants: relating to purchased property

LK

Noted we currently lease properties so have an outgoing for rental income for all properties other than those we own.

Scenario yield model will be forwarded to committee members.

LK



Committee approved progressing with funding approach once terms are reviewed and agreed. As part of Conflict of Interests committee confirmed there were none relating to this project. Blue Triangle are solvent, have sought appropriate legal advice, and will move forward with entering into contract.

8.2. Annual Assurance and Equalities Statement to Scottish Housing Regulator

Reviewed by members and approved for submission of both documents to SHR.

8.3 Rule Confirmation – AGM

Reviewed by members and approved for confirmation at AGM.

9. FOR DISCUSSION

9.1 Management Accounts

Circulated to members prior to meeting. YTD is the key information for the update with a current surplus of £111K.

Recruitment costs are split across the services. Majority is internal. Goodmoves used as a standard for all advertising. Agency costs monitored on a monthly basis. Relief often move into permanent posts.

JH and GM2 to discuss recruitment outwith the meeting.

JH/GM2

9.2 Pay Award

Pay claim submitted by UNISON and discussion has taken place. Request of £15 per hour is not viable for us or the sector and we do pay very well. Scenario planning of possible uplifts. Return to surplus means we cannot put an offer out that will have a detrimental impact on our finances.

Full details will be brought to board on all potential impact on bottom line prior to approval.

Communication of offer is key to ensure staff have full context for whatever approach is agreed.

9.3 Finance Team Update

Outline of changes contained within report. Workplan in place for team.

9.4 Strategy Update

Strategy session on 21st November following the main COM meeting.

10. FOR INFORMATION

10.1 CEO Update

Noted as read.

Committee notified of death of supported person on 22nd August at our Bonhill service. Staff and supported people in service were given support following this. All relevant external organisations notified of incident and Chair advised at time of incident.

10.2 Business Development Report

Noted.

10.3 Quality of Buildings: Health and Safety

Noted.

10.4 Corporate Risk Register

Noted.

11. Sub-Committee Reports

11.1 Delivery and Change Committee: 5th September

Noted minutes as read.

12. Chair Update

Board Member Recruitment

J Edwards expressed an interest in rejoining the Board. Will circulate note of interest from JE. Discussion will take place prior to November meeting.

Sub-Com Membership

CV's for new members were circulated.

SASH

13. Any other Business

Policies

JH updated members on amendments to two policies. Both have been updated to reflect a cap on days available for time-off at 5 days in a rolling 12-month period. This removes any ambiguity and ensures a uniform approach across all staff.

Time off for Domestic Emergencies and Time off for Dependants Policy.

14 Date of Next meeting: 21st November 2024

- FIA Committee – 7th November 2024
- Delivery and Change Committee – 14th November 2024

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
1,2	6.1	Potential to identify individuals
2,3	8.1	Commercially sensitive data