

**LINTHOUSE HOUSING ASSOCIATION LIMITED  
MANAGEMENT COMMITTEE MEETING**  
**Approved Minute** of a meeting held at 1 Cressy Street, Glasgow  
and via Zoom on  
**Tuesday 28 June 2022 at 6.00pm.**

**PRESENT**

Alec Leishman, AL (Chair)  
David McGeoch, DM (Zoom)  
Sheila McGeoch, SM (Zoom)  
Frank Murphy, FM  
Mary Ray, MR  
Alison Guthrie, AG  
Susan Brown, SB  
Collette Ness, CN  
Heike Bley, HB  
Marc-Andre Schmitz, MAS

**IN ATTENDANCE**

Irene C. McFarlane, IM (Chief Executive Officer)  
Andrea Walker, AW (Director of Housing and  
Community Empowerment), in part  
Derek Rainey, DR (Asset Manager), in part  
Craig Douglas, CD (Technical Services Manager), in  
part  
Fettes McDonald, FMD, (FMD Financial Services), in  
part  
Michelle Fegan, MF (Corporate Services Officer),  
minute taker

<p><b>1. APOLOGIES</b></p> <p>1.1 AL opened the meeting at 18:00 and thanked everyone for attending.</p> <p>1.2 Apologies were noted from GG and BM. JM remains on LOA.</p>
<p><b>2. DECLARATIONS OF INTEREST</b></p> <p>2.1 All those present at the meeting confirmed that there were no declarations of interest.</p>
<p><b>3. DECLARATIONS OF ETHICAL BEHAVIOUR &amp; NOTIFIABLE EVENTS</b></p> <p>3.1 All those present at the meeting confirmed that there were no breaches of ethical behaviour that they were aware of.</p> <p>3.2 IM confirmed that there were no new notifiable events since the meeting of 24 May 2022.</p>
<p><b>4. MINUTES of MEETING HELD ON 24 May 2022</b></p> <p>4.1 SB proposed as accurate, Seconded by AG.</p> <p>4.2 Committee <b>APPROVED</b> Minute of 24 May 2022</p>
<p><b>5. UNAPPROVED MINUTE OF AUDIT AND ASSURANCE SUBCOMMITTEE HELD ON 17 MAY 2022</b></p> <p>5.1 AL reminded members that this minute was for information only, as it would be for AASC to approve at the next subcommittee meeting and invited members to ask questions of the AASC Chair. No questions were submitted</p> <p>5.2 The Committee <b>NOTED</b> the AASC minute for 17 May 2022</p>

## 6. MATTERS ARISING AND ACTION POINT REGISTER

- 6.1 AL noted that the print version is difficult to read for anyone with visual impairments and asked that, for future papers, the document is resized for accessibility.
- 6.2 MR raised an issue on point 14.2, noting that she did not read the papers until the Saturday and therefore had not been aware of the site visit taking place on Friday 24 June. A couple of other members also noted that they had been unaware of the visit. Agreed that MF will rearrange a visit and issue an invite for all committee members to attend.
- 6.3 The Committee **NOTED** the Action Point Register

## 7. UPDATE ON THE 2020-2025 BUSINESS PLAN

- 7.1 IM presented an update on the progress being made to complete the annual update of the current Business Plan. Advising that due to potential partnership with NRS, to carry out a number of pilot projects as part of the tenement stonework repairs, the Scottish Housing Regulator requires submission of the Business Plan by 30 June 2022. IM confirmed she is working to this deadline however completing the BP has been delayed due to fast paced work to lay the necessary foundations for the pilots and it may therefore be necessary to request delaying the submission until after the Committee have reviewed the final version at the meeting of 02 August 2022.
- 7.2 IM ran through the Key Business Objectives and the risks posed to each objective and invited members to highlight any risks that have not been included that they think should be added.
- SB noted that no one anticipated Covid and it might be prudent to have something on pandemics as it could happen again.
- MR noted the earlier announcement of another independence referendum and MAS felt the impacts from the war on Ukraine. AL noted that these issues might be better suited to a category on political uncertainty and a more pressing risk would be the cost of living crisis and fuel poverty but all of these are outwith the organisations control.
- IM advised that there is a general risk on political uncertainty and its impacts but could look to add something on pandemic response following our experience from Covid.
- 7.3 The Committee **NOTED** the report and agreed to the consider the recommendations following Item 9 – CEO Report which includes an update on the work with NRS and the pilot projects.

## 8. 30 YEAR PROJECTIONS

- 8.1 FMD presented the projections for the next 30 years to the committee, advising that the figures are based on assumptions and provided explanation on some of the impacting factors, such as interest rates, plans around bulk uplifts and need for borrowing.

8.2 AL invited questions from the members. After some discussion around the issue of bulk uplifts it was agreed to pick this matter up under AOCB. AL noted that he found the figures provided very encouraging for the Association.

8.3 The committee **NOTED** the report.

## 10. CEO UPDATE REPORT

CD & DR joined meeting at 18:53

10.1 IM presented the report to Committee providing an update on the recent work to access potential funding from NRS to carry out a range of pilots as part of the stonework repairs. IM confirmed that any potential funding would be for owners and pilots would have to be on mixed ownership closes, although also exploring potential funding for properties owned by LHA and would have to include an element of energy efficiency measures. In order to access the funding, the Association is working with NRS to designate Linthouse as a Tenement Improvement Area (TIA) and IM is trying to have this agreed for a five year period and will be working with Central Govan Action Plan (CGAP) to help with this.

10.2 CN asked if Elder Park could be included in CGAPs improvement plans. IM confirmed that the three local RSLs are exploring options for Elder Park along with GTP.

10.3 Committee **APPROVED** delegated authority for IM to continue working on obtaining TIA status and association grant funding.

10.4 Committee **APPROVED** the request from Item 7 to request a delay in submitting business plan to SHR until after the committee meeting on 02 August.

10.5 Committee **APPROVED** the gold standard of the stonework repair to be included as part of the Business Plan review for August.

10.6 IM provided an update on the community meeting on 27 July, which is being driven by LHA and will focus on the incoming Glasgow University Campus and encouraged as many of the committee members as possible to attend.

10.7 The Committee **NOTED** the remaining items of the report.

FMD and AW left meeting at 19:20

## 11. MAIN REPORT – ASSET MANAGEMENT PERFORMANCE REPORT

11.1 DR presented the report to the Committee, advising that the majority of the report is for noting and only one point requires Committee approval.

11.2 DR advised that point 6 relates to the procurement schedule update and that there is a slight change to schedule which has been provided. For the Communal Boilers the target date is for procuring the design team and expectation is for it to go back out to tender in October 2022 for the works team and looking to have approval to add this in now rather than bringing it back at a later meeting.

11.3 Committee **APPROVED** the procurement schedule update.

<p>11.4</p> <p>11.5</p> <p>11.6</p>	<p>AL opened for questions. MR asked about the emergency lighting issue at the multistorey flats and whether we had confirmation that the plan that had been given to Morris Spottiswood had been followed through. DR advised that he has yet to meet with the contractor but the information from the design team is that the plans that had been approved by Glasgow City Council are the ones that had been handed to the contractor. DR confirmed that he was in the process of arranging between all parties involved but due to holiday's etc. it was proving difficult and will aim to update Committee in August.</p> <p>CD provided an update on the recruitment of the vacant Technical Services Officer and confirmed that after interviews Claire Morgan had been the successful internal applicant to be appointed.</p> <p>The Committee <b>NOTED</b> the remainder of the report</p>
	<p><b>12. PRESENTATION ON LHA'S APPROACH/COMPLIANCE TO TENANT SAFETY MEASURES</b></p> <p>12.1 CD and DR provided the committee with a presentation on the Associations approach and compliance on Tenant Safety Measures, including fire safety, water/legionella safety, electrical safety, lift safety, gas safety and asbestos.</p> <p>12.2 At the conclusion of the presentation AL opened for questions. CN asked if we find a lot of asbestos in the properties. DR confirmed it was mostly in areas where there is a lot of aertex or where adhesive has been used on tiles. CD noted that he was very surprised how little asbestos was found in LHA stock compared to other Housing Associations he has worked at.</p> <p>12.3 MR raised a point from the last committee meeting regarding the building control certificates for the new properties at Cromdale Square and asked if these had now been received. CD confirmed that LHA has taken position of 17 properties at Cromdale Sq so fare and while we do not have the actual building control certificates, we do have ann email from the Building Control Officer confirming that the properties are safe for habitation. It is just a matter of rubber stamping the certificates.</p> <p>12.4 MR asked about the opening of the site. IM confirmed an official opening is being planned for September and Corporate Services will circulate the information to committee members once finalised.</p>
<p>13.1</p> <p>13.2</p> <p>13.4</p>	<p><b>13. AOCB</b></p> <p>AL returned to the earlier discussion on bulk uplifts and advised that will look to put some time on the agenda for 02 August meeting to discuss this.</p> <p>AL reminded committee that AGr was in the process of scheduling the individual appraisals and, anyone who has yet to arrange their appraisal should contact AGr as soon as possible.</p> <p>MAS asked about the issue he had raised about housing Ukrainian refugees at an earlier meeting and if anything had been progressed on this. IM confirmed that, before leaving post, the Housing Manager had met with the Refugee Council and other stakeholders however we were no further forward. IM advised</p>

that a number of agencies have been informed of LHA's willingness to host Ukrainian Refugees and will keep the committee updated on any progress made.

13.5 FM reminded members that the Men's Shed was hosting an open day on Saturday 02 July and everyone was welcome to come along.

13.6 MF raised a recent application for membership. Committee **APPROVED** membership.

13.7 AL handed over chairing to IM to raise an issue in his absence.

Standing orders suspended at 20:00.

AL, DR and CD left meeting at 20:00.

13.8 IM and Committee **AGREED** to proceed on confidential discussion.

#### **DATES OF NEXT MEETINGS:**

- **Staffing Sub-committee** – TBC
- **Policy Working Group** – Tuesday 30 August 2022 at 6pm
- **Management Committee meeting** – Tuesday 02 August 2022 at 6pm
- **Audit & Assurance Sub-committee** – Tuesday 16 August 2022 at 6pm

Meeting closed at 20:10

**Alec Leishman**  
**CHAIRPERSON**