

# **MARYHILL HOUSING ASSOCIATION LIMITED**

## **Minutes of the Management Committee Meeting held on Tuesday 1<sup>st</sup> March 2011 at 6.30pm at the Association's Offices at 45 Garrioch Road, Glasgow, G20 8RG**

### **Present:**

Lorain Mackinnon (Chair)  
Edith Ward (Secretary)  
Billy McAllister  
Les Currie  
Catherine Stylianou  
Roy Greatorex

### **In Attendance:**

Willy Briody – Director  
Eleanor Biggs – Finance Manager (part meeting)  
Donna Birrell – Development Manager (part meeting)  
Bobby Pollock – Community Development Officer  
Ruth Adam – Project Manager  
Karen Harvey – TC Young (part meeting)  
Heather Duff (minute secretary)

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**\*\* Karen Harvey of TC Young Solicitors in attendance to answer Committee questions on SST Staff issues.**

### **1. OFFICE SAFETY PROCEDURES**

- 1.1 Fire Safety – The main exits and assembly point were pointed out in the case of fire.
- 1.2 Leaving the office – person responsible is the Director
- 1.3 Getting home safely – Arrangements were agreed.

### **2. APOLOGIES**

Apologies were received on behalf of John Kane, Martin Rhodes and Eleanor Brown.

### **3. DECLARATION OF INTERESTS**

Nothing to declare.

### **4.0 ADOPTION OF FULL MANAGEMENT COMMITTEE MINUTES:**

- 4.1 8<sup>th</sup> February 2011 – The minutes were read and accepted. Moved by Roy Greatorex and seconded by Lorain Mackinnon.
- 4.2 22<sup>nd</sup> February 2011 – The minutes were read and accepted. Moved by Les Currie and seconded by Edith Ward.

### **5.0 MATTERS ARISING**

- 5.1 There were no matters arising.

## 6.0 **CORRESPONDENCE**

6.1 The Director advised Committee that a letter had been received from Derek Iggo of Lotus to request that the reduction in rent that had been granted up to 1<sup>st</sup> April 2011 be given an extension of 6 months. Lorain asked what the current rent is and what it has been reduced to and Committee were advised that the rent stands at £300.00 per month and a reduction for £100.00 had been approved in January 2011, therefore bringing the rent to £200.00 per month. There was slight confusion on whether Lotus were requesting a further reduction or just an extension on the £200.00, this was cleared up and confirmed that it was just an extension on the current reduction. The above was approved by Lorain Mackinnon and seconded by Billy McAllister.

### 6.2 **Redecoration of Unit for Lotus**

The Director advised Committee that he had recently spoken to Derek Iggo of Lotus to confirm that we can supply paint that we have in the Association. Lorain raised the question, could we have the labour done through Glasgow North Regeneration Agency, and the Project Manager advised that potentially yes and would be in touch with Glasgow North Regeneration Agency regarding this.

## 7.0 **RISK MANAGEMENT**

7.1 No issues to be discussed.

## 8.0 **DEVELOPMENT**

### 8.1 **2.3.1 - Maryhill Locks, Phase 2: Letter of Intent – Revised Scope.**

The Development Manager advised Committee that the above letter has not been concluded as of yet, it is a work in progress and will advise Committee when it is ready.

### 8.2 **2.3.3 - Maryhill Locks Phase 2: Land Transfer.**

(i) The Development fee for the acquisition of land required for development purposes, not presently included in Offer of Grant estimated (£1,750) was approved.

### (ii) **Land Transfer Agreement**

The Development Manager advised Committee on the above. The Development Manager also advised that MHA are to have further meetings with GCC/GHA/Funders. GCC are considering a short term lease of the land until SST and then transfer would take place.

### 8.3 **2.3.11 - Maryhill Locks Phase 2: Best Value Selection of COW.**

The Development Manager advised Committee of the Tender Board recommendation for COW appointment that, Williamsburgh HA for the above project and asked Committee for approval. This was approved by Catherine Stylianou and seconded by Roy Greatorex.

### 8.4 **3.1.4 – Campbell Street: Engineers Fee**

The Development Manager advised Committee due to an unforeseen additional disbursement the Engineers fee paid was £393.00 in excess of approved amount and after speaking to the Finance Manager this has to be written off.

## 8.5 Development Manager's Report

### 8.5.1 **Ruchill Phase 5**

The Development Manager ran through report, advising staff about Bellway's failure to respond to issues with MHA. The Development Manager advised that a letter had been sent to Bellway with 7 days to respond to outstanding issues or the contract would be invoked. The Development Manager advised that because of this, monies would be withheld from Bellway, and the Association conclude outstanding defects itself. The Development Manager advised that she would follow this up in future report.

### 8.5.2 **Ruchill Phase 4**

The Development Manager advised Committee that when Phase 4 was in development, a company called Lille Construction went into liquidation resulting in the Association appointing CBC to complete. MHA launched a claim with the liquidators to the value of £293,000 in 2008. MHA have now received a letter from Pricewater House Coopers regarding the above claim, stating that they accept the amount claimed however MHA may not receive this amount. This was noted.

### 8.5.3 **Development Funding**

The Development Manager advised Committee that the Government has announced changes to Development funding as from 1<sup>st</sup> April 2011, which will result in significant changes to New Build developments. She explained that we would be invited to bid for resources to an innovation and investment fund. Management Team are to look at the changes and the Development Manager will be attending a conference and will update at a later date.

### 8.5.4 **Botany and Phase 5 Rents Issue**

The Development Manager advised that there could be an issue at Hag PC stage with above projects as actual rents are higher than predicted at Tender stage which may result in increased Private Finances and lower Hag.

## 9.0 **COMMUNITY DEVELOPMENT**

### 9.1 Maryhill Highland Games

The Community Development Officer advised Committee that the Maryhill Highland Games will be held on Saturday 20<sup>th</sup> August from 12 noon – 4.00pm at Ledgowan Hall. He advised that planning the games are in the early stages – not much has been agreed. Funding applications are at the early stages and he asked Committee to approve funding from MHA of £2,000 – Lorain Mackinnon approved and Les Currie seconded the funding.

### 9.2 Botany Tenants Association

The Community Development Officer advised Committee that they have been approached by Botany Tenants Association to become a Registered Tenants Organisation (RTO). The Community Development Officer has discussed the above with the Director and has agreed that MHA are happy to accept Botany Tenants Association as an RTO 'in principle', however we cannot commit staff resources at the moment. Edith mentioned that it would be a good idea for all RTO's to meet. The Community Development Officer advised that he is seeking Committee approval on the above matter – Edith Ward approved and Catherine Stylianou seconded.

### 9.3 Committee Survey

The Community Development Officer's report was noted.

### 9.4 Ruchill Park Adventure Playcentre

9.4.1 The Project Manager ran through monthly report to Committee picking up on item 2 – Wider Role Funding Plan, explaining that this plan is submitted annually to outline what Wider Role funding is needed for and its priority/price etc. She explained that Section 1 was the projects that we are receiving funding for at present and their priority from 1-3. She went on to explain Section 2 of the plan explaining that these were new proposed projects for 2011-12.

### 9.5 Community Janitors

The Project Manager explained that the above is an employment and training opportunity for local unemployed people. Catherine asked if it was the same as the Concierge that is in place just now? The Director advised that it was different as it is more environmental i.e. landscaping and stair cleaning.

### 9.6 Botany Regeneration Community Garden

The Project Manager explained that this project consists of a number of environmental areas that need upgrading. Les Currie asked if these are all temporary or would they become permanent? The Project Manager explained that they are called 'stalled spaces' and would initially be temporary as developers may build on the sites. However it could be years down the line before anyone develops on the site. The Director advised that the sites in question have been derelict sites for years.

### 9.7 Community Regeneration Employability Programme

The Project Manager explained that this project is a range of potential improvements to backcourt areas in conjunction with 'The Wise Group', the project is run to give unemployed people the ability to improve employability skills.

### 9.8 Community Music Project

The Project Manager explained that this project is linked with Burgh Halls to possibly have a community choir.

## 10.0 **DIRECTOR'S REPORT**

### 10.1 Proposals for Governance

The Director advised Committee that a decision needs to be made in relation to Governance following the transfer date. He explained the Association's current position on Governance and advised Committee of proposal to change the rules to create a Board of Management. The Director went on to explain that after SST the areas would not make sense, ran through the three different options for Governance, reminding Committee that Option 3 was chosen last year.

### 10.2 Amendment to existing Association rules

Lengthy discussions took place on the above regarding having separate Area Committee's and a Board of Management (BoM). Edith raised the issue of what sort of decision making authority an Area Committee would have, and whether there was any point in an Area Committee making a decision only for it to be rejected by the BoM. The Director advised that the Area Committees

would have the authority to make decisions. Edith went on to ask about the problem arising of a 'them & us' situation and discussions took place regarding this problem. It was agreed that as long as the Area Committees were listened to by BoM and they worked together this shouldn't be a problem. Discussions took place on whether we would realistically get the numbers that we are looking for. The Director agreed that Committee would need more time to discuss and think about the above matter, but stressed that a decision does need to be made as soon as possible.

10.3 Asset Management Policy

It was agreed that this would be discussed at next meeting due to time restrictions.

11.0 **MATTERS ARISING FROM REPORTS FOR INFORMATION**

11.1 There were no matters arising from reports for information.

12.0 **A.O.C.B**

12.1 The Community Development Officer informed the Committee about the North Glasgow 5K Fun Run to be held on Sunday 17th April at Ruchill Park run by North Glasgow Community Healthy Living. He explained that he had received a letter requesting sponsorship for the event. The Community Development Officer asked Committee to approve sponsorship of £1,000. This was approved by Billy McAllister and seconded by Lorain Mackinnon.

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Heather Duff  
4<sup>th</sup> March 2011