



## HELENSBURGH AND LOMOND AREA COMMITTEE

### MINUTES OF MEETING

Wednesday 9<sup>th</sup> November 2016 @ 10.00 pm

Lamont House 9-19 Stuckleckie Road Helensburgh

#### Present:

Cameron Grant (CG) – Tenant  
 Stephen Allcroft (SAL) – Tenant  
 Malcolm Campbell (MC) – Tenant  
 Sonja Aitken (SA) – Independent  
 Sandra Glazsher (SG) - Tenant  
 Councillor Aileen Morton (CM) – Argyll & Bute Council Representative

#### Staff Members Present:

Yvonne Angus, Regional Manager, Housing & Neighbourhood Services (YA)  
 Rod Buchanan, Local Manager Housing & Neighbourhood Services (RB)  
 Wendy Nicholson, Administration Officer (WN)

1.	<b>Welcome &amp; Apologies:</b> Apologies: Robert Beggs (BB) Danny Kelly (DK)	Action
2.	<p><b>Minutes of Previous Meeting with Matters Arising</b> 1st September 2016          Page 6 Item 14: SAL requested change from SA to SAL, WN to amend          Page 7 Item 17: SAL requested that we take out the apostrophe refugee's, WN to amend.</p> <p>Following these amendments the minutes were approved as an accurate record of the meeting</p> <p>Proposed by: SAL Seconded by: MC</p> <p>Page 2 Item 06: SAL asked if the Bat Survey at Jutland Court was now completed and if there was any further progress to date on the site. YA confirmed that the site had now been fully demolished and the bat survey completed. YA was asked to bring the results of the bat survey to the next meeting.</p> <p>Page 5 Item 07: YA confirmed that a request had been made to the Investment and Regeneration department to have the repairs data compiled locally for the Area Committee, however, this was proving problematic and work is still ongoing to obtain these figures. YA will keep members informed of developments.</p> <p>Page 5 Item 10: YA noted that we did not receive an article from the Lomond Area Committee for the Tenants Newsletter. The article had to be written by staff on this occasion. The article was on Community Action Funds. CM advised that members could contact Argyll Third Sector Interface to assist with</p>	<p>WN</p> <p>YA</p> <p>All</p>

	any future articles if they wished to pursue their previous decision of creating a Sign Post to the Kirkmichael Multi Agency.	
3.	<b>Conflicts of Interest to Declare</b> No conflicts of interest were received.	
4.	<b>Correspondence</b> No correspondence was received for this meeting.	
5.	<p><b>Judging Employee of the Season – Summer Award</b> Members noted when judging the award that not all sections were completed on the nomination forms which for the nominee could lead to less points being awarded. Members requested Human Resources and Corporate Services (HRCS) to check these forms when they are received from staff and ensure that all sections are fully completed before submitting them for judging. WN to discuss with HRCS.</p> <p>CG thought there had been a policy change to the Employee of the Season Policy which took place in July. He noted that the incorrect Policy document had been submitted by HRCS with the papers. WN to discuss with HRCS.</p> <p>CG advised Members that all scoring sheets are to be completed prior to the meeting in order that on the day of the meeting they can be submitted, ready for totalling.</p> <p>All scoring sheets were passed to YA for totalling.</p>	<p>WN</p> <p>WN</p> <p>All</p>
6.	<p><b>Regional Managers Report</b> Key topics discussed are detailed below:</p> <p><b>Investment and Regeneration</b></p> <ul style="list-style-type: none"> <li>• <u>Jutland Court</u> Planning Permission anticipated shortly for 32 units</li> <li>• <u>Demolished Church, Garelochhead</u> Feasibility work underway with consideration being given to 10 units</li> </ul> <p><u>Drumfork Court Balconies Upgrade</u></p> <ul style="list-style-type: none"> <li>• Contract Value: £227,000.00 excluding VAT</li> <li>• The works are now complete and the Practical Completion Certificate has been issued, currently in a 12 month defects liability period.</li> <li>• Within Drumfork Court there are three Private Owners, however they refused to take part in the contract due to the financial commitment. The works were only carried out to ACHA owned properties.</li> </ul> <p><b>Multi Agency Meeting, Kirkmichael</b></p> <ul style="list-style-type: none"> <li>• Wide Variety of Agencies involved.</li> <li>• Group primarily seeks to promote residential pride in the Kirkmichael area through Community Involvement, Sports activities, Community Safety amongst others.</li> <li>• An insert has been published to be included in the 2nd edition of the local Community Magazine.</li> </ul>	

	<p><b>Scottish Social Housing Charter (SSHC)</b></p> <ul style="list-style-type: none"> <li>• Landlord Report – Our Landlord Report has now been published, and is available on our website</li> <li>• Tenant Satisfaction Survey 2016 – the 2016 survey is underway.</li> <li>• Tenant Scrutiny – update provided by Members</li> </ul> <p><b>Consultation</b></p> <p><u>Repairs &amp; Maintenance Policy</u></p> <ul style="list-style-type: none"> <li>• ACHA currently consulting on new “Repairs &amp; Maintenance Policy”</li> <li>• Main Aim: <ul style="list-style-type: none"> <li>• Ensure Policy is aligned with the Scottish Social Housing Charter</li> <li>• Explains our approach on Rechargeable Repairs</li> </ul> </li> <li>• Main Changes: <ul style="list-style-type: none"> <li>• Consulting on time taken to complete emergency repairs</li> <li>• Explanation on what repairs are rechargeable</li> </ul> </li> </ul> <p><b><u>Proposed Rent Increase 2017/18</u></b></p> <ul style="list-style-type: none"> <li>• ACHA currently considering the rent increase</li> <li>• Information Leaflet issued to tenants <ul style="list-style-type: none"> <li>• Proposed rent increase – 3.4%</li> <li>• How ACHA rents compare to others</li> <li>• How ACHA spends its money</li> <li>• Why rents need to increase</li> <li>• Our commitment to Value for Money</li> </ul> </li> <li>• Rent Increase will be considered by Board of Management on 16<sup>th</sup> February</li> <li>• Any changes will be implemented from 3<sup>rd</sup> April</li> </ul> <p>CM advised that Argyll and Bute Council is working toward the Scottish Government proposals to have zero landfill by 2020 and decisions will need to be made on how to work towards this.</p> <p>CM advised members that she would look at the leaflets provided to customers on recycling and will bring them to the next meeting.</p> <p>SAL commented in relation to the Argyll and Bute Council recycling programme and that time will be needed to allow this to bed in before issues will be truly highlighted and addressed.</p> <p>CM confirmed for customers to receive a 2<sup>nd</sup> green bin they had to meet certain criteria before it will be issued and this will be identifiable as a 2<sup>nd</sup> bin by a red lid.</p>	
7.	<p><b>Key Performance Indicators – Quartile 2 Report</b></p> <p>Due to the date of meeting this paper was unavailable for members, however, as soon as the information is available WN will localise the information for Lomond and post out to members.</p>	WN
8.	<p><b>Estate Action Management Plans</b></p> <p>This was taken after Agenda Item 3 and presented by RB</p> <p>RB went through the papers provided in the Area Committee Packs, and advised that a full presentation and photos will be given to members at the end of the Financial Year.</p>	

	<p>RB gave members a verbal update on each individual project.</p> <p>SAL commented in relation to Navy Way until we have an exact cost of works we will not know how much available budget is left.</p> <p>Proposal 1 - unfortunately the proposal in the packs cannot be progressed as owners do not wish to participate at this time.</p> <p>Proposal 2 – RB anticipates we will have the budget to do this proposal from the savings being made in the Navy Way project.</p> <p>MC commented that members had previously agreed to move away from replacing fencing with wood with the preference being for chain link which is more durable and would have a longer life span. RB explained on this occasion it was like for like, and in keeping with the area, therefore, the proposal was based on wooden fencing.</p> <p>RB will go back to AHFA to price chain link fencing to compare prices and bring the paper back to the next meeting for members to consider.</p> <p>SAL reiterated that members are looking for longevity in the cost of the fencing.</p>	RB
9.	<p><b>Community Action Fund Applications</b></p> <p>This was taken after Agenda Item 4 thereafter the Agenda was followed in sequence.</p> <p>a) Budget for 2016/17 was noted by members</p> <p>b) Application to be considered</p> <p>The Community Bureau Befriending Service</p> <p>Members discussed the application and unanimously agreed to award the full amount of £500 to the “Befriending Service”.</p>	
10.	<p><b>Membership Strategy</b></p> <p>CG asked members to approve the final version of the Membership Strategy which was updated by YA based on comments received at the previous meeting.</p> <p>Approval was given by members and this will be reviewed again in September 2017. The new edition will be added to the website.</p>	WN
11.	<p><b>Tenants and Residents Strategy</b></p> <p>CG asked members to approve the final version of the Tenants and Residents Strategy which was updated by YA based on comments received at the previous meeting.</p> <p>Approval was given by members and this will be reviewed again in September 2017. Only one amendment was requested prior to the new edition being added to the website.</p> <p>CG had asked that the traffic light relating to “promoting Community Councils” be changed to green as there were members of the community council active in the Cardross Tenants and Residents Association. YA will make the change noting, however, that this may change if another Tenants and Residents</p>	WN  YA

[illegible]

	<p>Committee members on Thursday 10<sup>th</sup> November.</p> <ul style="list-style-type: none"> <li>DK has been appointed as Chair of the Remuneration Committee and MC has now become a member of the Argyll Homes for All (AHFA) Board.</li> </ul>	
15.	<p><b>Funding for Outdoor Improvements and Activities</b></p> <p>Paper noted by members.</p>	
16.	<p><b>AOCB</b></p> <p>SAL advised the next Your Voice meeting is scheduled for Monday 21<sup>st</sup> November and that himself and BB will report back to members at the January meeting.</p> <p>YA announced the winner of the Employee of the Season Summer award and WN will pass the details to Human Resources and Corporate Services.</p> <p>YA reminded Members that as part of the Scheme of Delegated Authority Members can review when they would like to be provided with a copy of the Draft minutes.</p> <p>Members agreed to continue to receive the Draft Minutes with the forthcoming Agenda papers.</p> <p>CG advised a point to note that the Board of Management is looking at going electronic and he will keep members updated on progress.</p>	<p>WN</p> <p>WN</p>
16.	<p><b>Date and Time of next Meeting:</b></p> <p>Thursday 12th January 2017 at 10am Lamont House Stuckleckie Road Helensburgh</p>	All