



**OBAN, LORN & THE ISLES
AREA COMMITTEE**

**Monday 14th May 2012
3pm
Menzies House, Oban,**

Present

Mr George Farquhar **Chair** (GF)
Mr Alister MacIntyre **Vice Chair** (AMI)
Mrs Lorraine Anne Drysdale (LD)
Mrs Marri Malloy (MM)
Mrs Mary MacAuley (MMA)
Mr Irvine Waugh (IW)
Mr Andy Birnie (AB)
Iona MacPhail, Regional Manager (IMP)
Collette Benham – Director Human Resources & Corporate Services (CB)
Amanda MacKenzie – Area Administration Officer (AMK)

1.	Apologies	Action
2.	Minutes of Previous Meeting 5th March 2012 Were approved as an accurate record. Proposed - AB Seconded - LAD Matters Arising – None	
3.	Declarations of Interest No conflict of interest	

4.	<p>Correspondence</p> <p>No correspondence.</p>	
5.	<p>Chairs Report</p> <p>GF advised that Cllr RMC is now the leader of the Council and asked that a card is sent to thank him for his contribution to OLI Area Committee. MM asked if new Cllr will be nominated, GF advised that it will be dependent on the Council. CB advised as a new Council, talks are being undertaken to confirm.</p> <p>Board Update for Area Chair- 12 April 2012.</p> <p>The Chief Executive gave a presentation which covered the following points:-</p> <ul style="list-style-type: none"> Argyll & Bute Council has approved the funding for 8 houses in Port Ellen- the first affordable housing in Port Ellen for 35 years. A community event is being held in Dalmally on 26th April to allow people to see the plans for the 8 new homes to be built in the village. The strategic Housing Investment Plan covering the next 3 years will shortly be submitted to the Scottish Government by the Council. Senior staff met with the Scottish Housing Regulator on 28th March to discuss the Regulation plan. Confirmation received that the regulator will maintain “medium” levels of engagement which is as expected due to our size and debt burden. The Scottish Government has confirmed that the Aids and Adaptations budget for 2012/13 remains at £8million (for whole of Scotland- ACHA still needs to bid for share of these funds) <hr/> <p>Other issues</p> <ul style="list-style-type: none"> The Board approved ACHA’s revised 30 year Business plan. Following a number of meetings with the Chairs of the Area Committees, a number of changes have been made to the Scheme of Delegated Authority. It is hoped that these changes will provide more decision making powers to the Committees and encourage renewed interest in terms of membership. Following the 2 days of Strategic planning held in February an updated medium term corporate plan was approved. The Corporate plan details the Associations aims and objectives for the coming 	

	<p>years.</p> <ul style="list-style-type: none"> The Board approved the updates of the Association's Self Assessment Progress report and risk register. <p>Date of next meeting 10th May 2012</p> <p>Board update for Area Committee Chairs- 10th May 2012</p> <p>The Chief executive gave a presentation which covered the following:-</p> <ul style="list-style-type: none"> New Build- <ul style="list-style-type: none"> Lochgoilhead properties are now occupied. Ardenslate Dunoon- sub contractor has gone into liquidation. Campbeltown- progressing well Dalmally- site start scheduled for end of May Port Ellen- tender to be considered by Board 10th May. Policy Funding and Practice issues:- <ul style="list-style-type: none"> Government has advised there will be a specific rural Argyll grant benchmark Scottish govt has announced its 3 yr housing supply programme- indications are that £582 million pounds of subsidy will be available over the next 3 years. The figure for Argyll & Bute are likely to be £18.3 million for one year Housing and Communities fund launched- £6 million per year until 2014/15 New Scottish Housing Regulator has issued operating guidance on website <p>OTHER MATTERS DISCUSSED AT MEETING</p> <ul style="list-style-type: none"> The Director of Housing & Neighbourhood Services provided an update on the Welfare Rights service. She also advised the Board that a communications and mitigation strategy was currently being developed to deal with the impact of welfare reform. At this time it is anticipated that around a third of our tenants may be negatively affected when the new welfare reform system comes into place in April of next year. Update reports will be brought back to the Board throughout the year. The Associations APSR (annual performance and statistical return) was approved for submission to the regulator. The Board approved a Governing Body succession strategy which provides guidelines for ACHA 's Board and Area committee members for the future development of the committees. The strategy includes training, forward planning etc. The Board approved a Business Plan amendment which takes into account ACHA's peak debt requirements whilst accommodating funding for new office accommodation. The Board agree the appointment of 3 Independents to the Board of management and to co opt 1 other independent member <p>Date of next meeting 14th June 2012</p>	
6.	Scheme of Delegated Authority	

	<p>IMP advised the changes detailed below are being implemented, with clear defined roles hopefully creating renewed purpose and focus for all the Area Committee's. Area Committee's roles effective from September, after July AGM's will include:</p> <p>Local membership strategy – getting more members in for AGM Attend community events – lists available at beginning of year. Best Neighbour Award – agreeing the winner for their area. Garden in Bloom competitions – agreeing winners for their areas. Employee of the season – applications considered by the Area Committee's – training will be provided. A different Area Committee will judge each ¼. Employee of the year – Chairs will judge. Policy reviews – each Area Committee given a policy review timetable at the start of the year Community Action Fund – Budget will be split 4 ways and will oversee for their area. Development of Annual Report – Agreed not to proceed with this although each Area Committee will produce a section for the tenants newsletter – every second edition. Tenants & Residents Associations – Area Committee approve funding & develop a strategy to support local Tenants & residents associations. Agreed following information will be included in an information pack for each meeting – kpi, fish update, minutes from other organisations, board of management minutes & any other relevant material will be included in the information packs instead of in the agendas. IMP circulated a sample agenda and timetable. Includes speaker every month. LAD asked if staff for welfare rights or factoring can be invited to speak – IMP advised that would mean 2 speakers - it was agreed that AC would continue with one speaker. Public question time – it was agreed to let Area Committee's decide whether they wish questions at the end of meetings for non members as the meetings are open to the public – if so would Area Committee's like the meeting advertised (non members can attend but not participate). MM suggested advising public to write the question down prior to the meeting commencing. Poster can go up in reception areas, in the newsletter. Alternative meetings Agreed with request for questions prior.</p> <p>IMP & GF will look over the guidance notes to confirm whether training is required for any of the new roles.</p> <p>Sample agenda Local Reports – Members present agreed to keep on agenda. Information pack on as an agenda item so that any issues such as kpi figures can be discussed if required. LAD suggested adding times to the agenda – CB advised HR can help with this and provide information to all Area Committee's.</p>	<p>IMP/GF</p> <p>CB</p>
7.	Committee Members dealing with Confrontation	

	GF updated AC members on a recent issue with a AC member accused of harassing and assaulting a tenant. GF advised that if any AC member is faced with confrontation to advise the local office.	All
8.	<p>Local Shows – Which to Attend</p> <p>IMP asked members to confirm which local shows to attend. IMP advised in terms of staffing, Islay, Salen & Buinessan are held on a work day. IMP advised that for Islay, the whole island effectively shuts down and attends – IMP advised we also have new builds to inform the public about. IMP advised Salen will not be as accessible this year due to staff member in Mull retiring. IMP advised we do have a staff member in Buinessan although she only works 2 hours a day so would have the cost of staff attendance. AB advised he is retiring so is happy to attend the shows. IMP suggested talking with WHHA to check what presence they have on Mull for next year, but miss it this year. It was agreed that Islay, Lorn show, Appin show & Dalmally show will be attended for 2012.</p> <p>Lorn show - AB, LAD & MMA attend, Saturday 4th August. Dalmally show - GF, IMP & LAD - Saturday 1st September. Appin show GF, LAD & AB - Saturday 18th August. LAD will check to see if there is a local interest tent and if we can get in that.</p>	
9.	<p>EMAP Projects</p> <p>Proposals for garden competitions. OLI cups £400 – agreed. Islay, Jura, Colonsay & Gigha cup - £60 - agreed</p>	
10.	<p>FISH Project Update</p> <p>Report circulated prior to meeting.</p> <p>420 clients in Oban & Lorn, also Islay, Jura & Gigha in the Mid Argyll totals, so around 500 clients helped in Oban, Lorn & Isles.</p>	
11.	<p>Tenants Panel Minutes</p> <p>Minutes circulated prior to meeting and noted. GF advised congratulations to LAD, who is now vice chair for the Finance & Audit Committee.</p>	
12.	<p>Health & Safety Minutes</p> <p>No new minutes available.</p>	
13.	Review of Key Performance Indicators	

	<p>IMP presented Year End KPI figures.</p> <p>IMP highlighted item 3 which details the achievements over the year.</p> <p>MM apologised and left the meeting.</p> <p>Void times – Islay first with fantastic void times of 7 days.</p> <p>Repairs on Target – Islay 1st, OLI 3rd.</p> <p>Repairs satisfaction – concerning figures with OLI ranked 7th – IMP will bring a report back to next meeting.</p> <p>Rent arrears – Islay ranked 1st OLI missed target by 0.06%. AMI asked if a tenant is sent to prison would they be evicted. IMP advised that it would be at the decision of the sheriff if an imprison-able offence. IMP advised that to date ACHA have only taken action against convicted drug dealers. IMP & AMI to discuss after meeting. AB asked if the welfare rights had any change to the rent arrears. IMP advised that the welfare rights in the main is to help tenants not only to receive HB but to access other benefits and has certainly helped the situation to not get worse.</p>	
14.	<p>Local Report</p> <p>Lynnside Garden Project – continues at Miller Road, IMP advised great example of what can be done and an excellent job is being carried out with progress each month.</p> <p>Allpay Top Locations – over 16,000 payments have been made.</p> <p>Customer service centre calls answered – IMP highlighted the number of calls in December & January which was highly in part to the extreme weather.</p> <p>Community Action Fund – Oasis awarded £300.</p> <p>Press Articles:</p> <ul style="list-style-type: none"> • Oban Times - Drug Dealing – WHHA tenant. Alastair MacGregor responded to advise that ACHA would help. • Oban Times - Ledomus Place – extra funds for Islay Housing – Has been approved and new builds will commence. • Ileach – Housing Project for Port Ellen • Welfare Reform – received Royal Assent. Cap on amount of benefit that can be claimed, paid straight to the tenant, Under-occupation will not affect pensioners. • Croft Avenue shed dispute – Action being taken. • Problem with Allocation system – political debate about who should be priority <p>Flora street, Bowmore, Liability Claim – chimney came down on top of someone's car during the storms.</p> <p>Dalmally New Build – Open day held, cutting the first turf ceremony to be held at the end of May. IMP advised that 2 of the 8 new builds will be for mid market rent due to the funding.</p> <p>Dunmar Scooter Storage Unit – IMP updated members on the achievement.</p> <p>Soroba Roughcast press article – IMP showed AC members the before &</p>	

	after pictures of the flats in Soroba that have been completed – flats which are all tenants. IMP suggested before & after pictures could be taken to the shows. AMI & AB suggested a further press article giving the details of costs, scaffolding etc. Picture with one of the tenants in the article.	
15.	AGM IMP advised the cost of advertising and asked members if they would agree to not advertise. All members are notified by letter. IMP advised it's not so much the cost but the value – what do we get from it. Agreed - AB suggested poster in local shops. IMP suggested Oban FM.	
16.	AOCB Burnside Place – IW advised there is a fence that has been down for about 20 years, but recent weather has made the situation worse. One of the private owners made arrangements to fix the fence her father built and IW advised an excellent job has been done. No.9 – IMP agreed that a thank you card would be very good. Estate Inspections – LAD asked if visits reduced. IMP advised that for areas where there are no issues there will be less visits. IMP advised that once a schedule has been determined, details will be taken back to Area Committee for their information. IMP further advised that areas with play parks will continue to be checked weekly.	IMP
15.	Date and Time of Next Meeting Monday 2 nd July, 11am. AGM 2pm.	