



OBAN, LORN & THE ISLES AREA COMMITTEE

Monday 2nd July 2012

11am

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)

Iona MacPhail, Regional Manager (IMP)

Amanda MacKenzie – Area Administration Officer (AMK)

1.	Apologies Collette Benham – Director Human Resources & Corporate Services (CB)	Action
2.	Minutes of Previous Meeting 14th May 2012 Page.5. item 11 – LAD is now Vice Chair of the Finance & audit Committee. Proposed – LAD Seconded – AMI Matters Arising – Page 4 – Scheme of Delegated Authority – IMP confirmed that there will be training provided – IMP suggested that members discuss and possibly extend first meeting to arrange training. IMP advised have to plan future meetings. Page 7, item 16 - Burnside Place – IMP advised that the fencing has been	

	an excellent job, although fenced over what was a right of access, repairs staff will investigate.	
3.	Declarations of Interest No conflict of interest	
4.	Correspondence No correspondence.	
5.	Chairs Report Board Update for Area Chair – June 2012 The following items of particular interest to HNS were noted: 6. Conflict of interest – MM and MB both declared an interest in item 12.1 special lets 8 Appointment of secretary – N Beaton approved as secretary 10 Chief Exec presentation 11 SHAPS – Board ratified decision to leave the scheme. Members wished to be clear that this was a final exit strategy. 12 Abandoned Properties – some limited discussion over the responsibilities ACHA has to store, and therefore storage costs. 12.1 special lets – MM and MB left the room, paper approved as a good way to move forward 13 Fire risk assessments – approved 14.1 Notifiable event – noted by board	
6.	Local Show Update Lorn Show, Saturday 4 th August – AB, LAD & MMA attending. Repairs Team will put up gazebo and then remove it after the show. AMK to phone and advise start time of show. Dalmally Show, Saturday 1 st September – GF, IMP & LAD attending. IMP proposed a rota for the day. Appin Show, Saturday 18 th August - GF, LAD & AB attending. AMK arrange to pass the promotional materials to LAD	AMK AMK
7.	Ground Disposal Application IMP advised of ACHA's ground disposal strategy whereby requests can be submitted by the public to purchase bits of land. IMP advised there are garage sites at Dalrigh, a previous tenant passed away and someone requested to purchase the site. IMP advised usually the request would go to the board and AC. IMP advised now all surrounding tenants will be asked their opinion, the response will go to AC for opinion before going to	

	<p>Board for decision. IMP advised since the initial request at Dalrigh, two other people have expressed interest including a request to succeed. IMP advised we are currently checking the legal position with BTO. IMP advised the district valuers valuation can be very low, discussion took place, IMP advised AC members may wish to raise concerns over low pricing to the Board although it was noted that with sales over a certain value, all funds are paid directly to the Government.</p> <p>IMP will keep AC members updated on progress.</p>	IMP
8.	<p>Tenant Newsletter – Discussion on Article</p> <p>IMP advised AC members need to sign off on their article by the next meeting. IMP asked members what they wished in their article which is a ¼ page size and advised a draft copy will be available for September's meeting. GF suggested new picture of 2012/13 OLI AC Members, including where members are from. Other suggestions included Garden competition results and the progress at building site in Dalmally. IMP advised Dalmally will be in as an article. Members agreed to have OLI AC members and garden competition results.</p>	IMP
9.	<p>EMAP Projects</p> <p>EMAP proposed to add a handrail to the steps at Dalmally, which is currently used by tenants at Glenview and future tenants of the new build properties at Scott Terrace. AMI suggested also power washing the walls, GF suggested white wash on afterwards. IMP asked if Members wished for figures to be brought back to the next meeting for approval. Members present agreed going ahead with the power wash without the need to bring back to next meeting. LAD commented that we need to publicise more for works carried out. IMP suggested taking a picture although the Oban Times may not print it, the Dalmally newsletter will.</p>	IMP
10.	<p>Tenants Panel Minutes</p> <p>Minutes circulated prior to meeting and noted.</p> <p>15th May - Item 12 - TPAS membership, LAD advised the membership costs in excess of £2000 and has now been cancelled. MM questioned if whether the tenant's panel has decided not to renew, should it not come back to the Board. MM will raise at the next Board Meeting.</p>	MM
11.	<p>Health & Safety Minutes</p> <p>Minutes circulated prior to meeting and noted.</p> <p>IW commented on the panic alarms query – IMP advised about the alarm at the TP site in Ledaig and advised it is good that the policy is being reviewed by the Health & Safety group to make it uniform throughout ACHA.</p>	

	<p>AOCB - Contractors – Discussion took place on smoking and policy on staff/contractors entering tenant's houses where tenants are heavy smokers. GF advised in this incidence, the contractor did not put his request in writing/email as requested.</p> <p>Item 5 – Lone Working – AMI asked if ACHA phones have GPS. GF advised no they don't.</p>	
12.	<p>Review of Key Performance Indicators</p> <p>IMP presented figures up to end of May 2012. IMP highlighted page 2 and item 3.1 – Welfare Reform Act. IMP advised this will take effect from 2013 and that staff are working on under-occupancy which does not affect pensioners – IMP advised this mitigates our concern for elderly tenants. Discussion took place on changes & possible changes. IMP advised staff are currently trying to identify households that are currently under occupying although advised this will be a hard process as tenants don't always update ACHA on household circumstances – dependants moving out, partners split up etc. IMP advised in Oban there have been a number of 2 bedroom lets to single men with access to children, these will now be classed as under occupying properties. IMP will keep members updated.</p> <p>Cash collection – now finished – no issues. Number of Allpay payments have went up. IMP advised she had a meeting with Allpay and this is the first contractor meeting that IMP has attended where there have been no issues to raise with the contractor. IMP advised she requested a price reduction due to the increase in the number of payments which was approved at the meeting.</p> <p>IMP advised OLI ranking first for void times – not low demand Emergency repairs & Urgent - OLI & Islay ranked 1st. Repairs satisfaction – discussion regarding how 1 unsatisfied can skew the figures dramatically particularly with an area like Islay and not as many jobs completed. Rent arrears – IMP highlighted that OLI figures highest with 2.81 %, Islay ranked 2nd. IMP advised works ongoing to make improvements to OLI's figures.</p>	
13.	<p>Local Report</p> <p>IMP presented OLI's Local Report.</p> <p>SFHA Conference. IMP updated members with regards to the SFHA conference which IMP & GF attended. IMP advised it was very beneficial to discuss issues with other associations particularly regarding the welfare reforms.</p> <p>Dunmar Scooter Storage Unit EMAP money went in, MacLeods, Argyll College. IMP advised an</p>	

	<p>excellent job was carried out by the trainee's who built the unit. The Council had agreed to donate £1000 towards the unit, but as yet funds haven't been received. IMP will discuss with Cllr McCuish.</p> <p>Dalmally New Build Cutting of the first turf – great success with Dalmally school children in attendance.</p> <p>Soroba Road Press release – ACHA aim for value for money - where ACHA were criticised for not having local contractors completing works. Alastair MacGregor wrote back to highlight the funding that comes into the town as a direct result.</p> <p>Soroba Roughcast Press article – Council confirms no liability for Soroba. IMP advised a meeting is scheduled with owners and will report back to members on progress.</p> <p>Drug Dealing Press article - Islay man drug dealing. Islay staff will follow procedure and progress legal action for eviction. IMP advised this man is not a tenant although resides in an ACHA property.</p> <p>Retiral Moira McQueen retired last week after 43 years service, senior management visited Mull for her last day as well as having a good send off in the office.</p>	IMP
14.	<p>AOCB</p> <p>Garden Competitions IMP advised Committee Members to be involved in the judging of gardens. IMP asked members to have a think over lunch about who covers which area, including the islands of Coll, Tiree & Mull. IMP advised staff can cover Coll & Tiree and take pictures back for AC Members to choose.</p> <p>Thank you card Signed for Cllr McCuish & Colette Benham</p>	IMP
15.	<p>Date and Time of Next Meeting</p> <p>Monday 3rd September 2012, 2pm, Menzies House.</p> <p>GB thanked everyone for attending.</p> <p>IMP thanked GF for being chair of OLI's Area Committee. GF also thanked AMI for being vice chair.</p>	

	Addendum, from Election of Office Bearers Meeting Subsequent from AGM meeting 2nd July 2012	
	<p>Area Committee Meetings</p> <p>IMP advised 6 meetings per year with each director and CEO invited. IMP suggested inviting someone for our first meeting in September. IMP advised we need a briefing on Community Funds, Employee of the season – carried out 4 times a year with each Committee responsible for one season. Briefing will also be given for the Community Fund applications. IMP suggested a diary for the full year if possible. LAD agreed, this is carried out for the tenants panel and works well. Members present agreed that it would be good to start with Alastair MacGregor.</p> <p>Garden competition</p> <p>Committee Members agreed who would be involved with judging for the garden competition areas as follows: Dalmally – LAD Appin – GF Dunbeg - AB Taynuilt – MMA South Lorn (kilmore, kilninver) - AB Mull – George McQueen has previously judged, IMP suggested we could ask Moira McQueen to judge Mull on behalf of the Committee. – Agreed. Coll & Tiree – IMP advised this would have to constitute two trips and advised that there will be a void property coming up in Coll shortly, staff could take pictures. Tiree again staff could take pictures. Agreed Islay – LAD suggested inviting the ladies who have won the past two years to pick a winner for 2012. Agreed. Local staff will get in touch with Members to arrange dates for the inspections.</p>	IMP