

Disclosure Log – July 2021 to September 2021

FOI/L/24

Thank you for your letter received on 14 July 2021 requesting information relating to Edgar Road properties in Westruther. Your request for information has been dealt with in accordance with the Freedom of Information (Scotland) Act 2002 and I enclose a pack of information that we hold. This pack is also being delivered to our Tenants in Edgar Road, the Community Council and the elected members.

FOI/L/24 – Review

I have considered your request for a review in which you explained that you were dissatisfied that we did not provide you with all the information you requested. Having carried out a review in accordance with the provisions of the Freedom of Information (Scotland) Act 2002 I can confirm that your appeal was successful.

I would like to take this opportunity to apologise that we missed this information from your initial request. We had focussed on ensuring everyone had the same information in advance of the planned meeting with the Community Council and had failed to ensure your own request was fulfilled. The additional information requested is now enclosed. If we cannot provide information the reasons are explained below:

1. “correspondence with sub-contractors”

Correspondence with sub-contractors takes the form of correspondence between BHA and its contractors and consultants and is included within the pack enclosed with this letter. For completeness, we have included correspondence that pre-dates the period that you requested.

2. “correspondence with Eildon Housing”

I enclose a number of emails between BHA and Eildon Housing relating to Edgar Road, Westruther.

3. “correspondence with SBC”

I enclose an email from Dan Blake (BHA) to Gerry Begg at SBC relating to Edgar Road, Westruther and a copy of the building warrant issued to Everwarm by SBC as part of the contract preparation.

4. “correspondence with funding companies ‘Changeworks, Heeps etc”

We did not get to the point in the contract where we were formally discussing funding. I have however enclosed a letter ** of 19 Nov 2018, from David Gray, our then Technical Services

Manager, offering to meet with you to discuss in more detail how the technical works might be accomplished.

** Please note that this letter is being released to you under the UK General Data Protection Regulation as a subject access request, not the Freedom of Information (Scotland) Act 2002 as it contains personal data of yours. This letter will not be published on our website as part of this release.

All of the technical reports that were conducted and received by BHA from our consultants have already been released to you in your initial request.

To confirm, these are:

1. The Smith Scott Mullan Associates report July 2021 compiled by Smith Scott Mullan (architects), Harley Haddow (structural engineers) and David Adamson and Partners (quantity surveyors) who comprise BHAs commissioned Design Team – This was included in the original release dated 11 August 2021. This report incorporated the following reports:
 - 1.1 Richard Amos report of January 2018 – This was Appendix 5 in the Smith Scott Mullan report, in your original release.
 - 1.2 CRA (Alloa) Ltd's report of September 2019 – This was Appendix 6 in the Smith Scott Mullan report, in your original release.

To clarify further, BHA engaged in a procurement exercise in 2019 to find a suitable partner to deliver a solution for the homes in Edgar Road. Everwarm was awarded the contract to carry out these works - the proposal for this, costings and the award letter in this release of information. You will see that Everwarm's proposal was based on installing Strutherm External wall Insulation (EWI). It was during the preparatory works for the installation of the Strutherm solution by Everwarm that Everwarm instructed a structural survey of the homes to be carried out by CRA (Alloa) Ltd. The report recommended extensive repairs be carried out to the steel frames to restore their structural integrity prior to installation of the proposed external cladding system.

I have included further correspondence between ourselves and the Scottish Housing Regulator.

[Link to pack 1](#) – FOI/L/24

[Link to pack 2](#) – FOI/L/24 - Review

FOI/E/25

Question: I would be most grateful if you could send me copies of your board minutes for the past 18 months

Our Board minutes are available on our website at this link:

<https://www.berwickshirehousing.org.uk/about-us/how-we-are-governed/#board-agendas-minutes>

FOI/E/26

Question: Request under the FOI policy your board minutes, emails, letters etc regarding Edgar Road, Westruther, TD3 6ND for years 2017/2018/2019.

Part 1 is the original information pack that was distributed to our Tenants in Edgar Road, the Community Council and the elected members on or around the 11th August 2021. This part contains the Board minutes from 2018 onwards that relate to Edgar Road. As you have requested the information “regarding Edgar Road, Westruther TD3 6ND” I have released the minutes in the form of an extract showing only the minute regarding Edgar Road discussions. The issue with the homes at Edgar Road was first reported to the Board in May 2018 so there are no minutes from 2017 to release. After the first report in 2018, there were no further updates to Board and therefore no minutes to release during 2019 and 2020. I have included the Board reports as well as the minutes to give some context.

Part 2 is a fuller information pack that includes the “emails, letters etc” that you requested.

[Link to pack 1](#) – FOI/E/26

[Link to pack 2](#) – FOI/E/26

FOI/E/27

Question:

Do you use an Applicant Tracking System (ATS)?

If you do use an ATS, who is the supplier of your current ATS?

If you do use an ATS, when is the contract end-date with your current supplier?

If you do use an ATS, did you buy your current ATS through a framework?

If you did buy through a framework, which framework?

If you did not buy through a framework, did you contract direct without any tendering process?

If you bought through a framework, did you call off or did you conduct a mini-competition?

Thank you for your request which has been dealt with in accordance with the Freedom of Information (Scotland) Act 2002.

Unfortunately, I am unable to assist as much as I would like as Berwickshire Housing Association do not use an Applicant Tracking System and therefore section 17 of the Freedom of Information (Scotland) Act 2002; *information not held*, applies.

[END OF DISCLOSURE LOG]