

**MINUTE OF GWAH MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY 24 SEPTEMBER 2019  
AT 6:00 PM, IN GWAH OFFICES, 5 ROYAL CRESCENT, GLASGOW.**

**PRESENT:**

Anne Campbell  
Joe Heaney  
Steve Jenkins      Chairperson  
Tony Keane  
Nina MacNeill  
Joginder Makar  
Jim Michael  
Hanif Mirza  
Yushin Toda

**ATTENDING:**

Elaine Travers, Chief Executive  
Anne Allan, Corporate Director  
Sandy Welsh, Services Director<sup>1</sup>

**APOLOGIES:**

Moira Wadsworth

**WELCOME**

- 1.0**      The Chairperson noted apologies, introduced and welcomed all Committee members to the meeting. The general interest of Tenant Members, and GWEn service users, along with the specific interests of Anne Allan as a GWEn Board Member were noted. Members were mindful of their responsibilities as Trustees, accordingly, the Secretary confirmed it was appropriate that Members did not withdraw from the meeting.

**CORPORATE**

**2.0      Minutes**

**2.1      Management Committee Meeting: 10 September 2019**

**2.1.1    Adoption of Minute**

The minute of the meeting was unanimously accepted as a correct record, without amendment; proposed by N MacNeill and seconded by Y Toda.

**2.1.2    Matters Arising**

**SVT Curtain Walling**

Members noted the preliminary advice from the structural engineer, requesting further updates as available.

**3.0      Governance**

**3.1      Execution Of Documents**

Contract with Designer Software Limited signed by J Michael.

**3.2      Membership Applications**

Report No 1 was considered. Members noted that no new applications had been received.

**3.3      Registers: Notifiable Events / Data Breaches**

Report No. 2 was considered and noted.

**3.4      Strategy Review Planning**

Report No. 3 was considered. Members agreed the principles for optimising the programme through one session on 29/10/19 in the Meeting Place; with three key themes, including an external speaker.

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<sup>1</sup> Items 3.9 and 5.0

- 3.5 OSCR<sup>2</sup> Trustee Duties Compliance  
Report No. 4 was considered. Members acknowledged their duties and responsibilities as Charity Trustees and confirmed full compliance with OSCR's guidelines.
- 3.6 Assurance Statement 2019: draft  
Report No. 5 was considered, with Members agreeing unanimously that the Statement accurately reflected GWHA's position. S Jenkins confirmed his signature on behalf of all MC Members.
- 3.7 SHR<sup>3</sup> Landlord Report 2018/19  
Report No. 6 was considered and performance noted; with Members aware that the Report would be available on both GWHA and the SHR's websites.
- 3.8 Annual Report on Charter 2018/19  
Report No. 7 was considered, with Members noting that the Report had been delivered with the September newsletter, and would be available on the website.
- 3.9 Health & Safety Compliance  
Report No. 8 was considered, with Members noting strong performance and acknowledging actions. Members signed the annual declarations affirming statutory responsibility for H&S.
- 4.0 Finance**
- 4.1 Management Accounts to 31 July 2019  
Members considered Report No. 9, unanimously approving the Management Accounts, and noting:
- I. Strong, low risk ratio performance.
  - II. Change in accounting practice (pension deficit) impacting costs; with other variations due primarily to programming, invoicing and payment timing.
  - III. Positive outturn at this point in the year as expected; with alignment anticipated over the remainder of the year.
- 4.2 Treasury Management Policy & Performance  
Report No. 10 was considered in some detail, with Members noting:
1. No new borrowings since 2011 (Brechin St New Build); low interest rate on loans; and 100% covenant compliance.
  2. Investment rate increasing at a lower percentage than the base rate, impacting investment performance: and with potential for further impact during year.
- Reflecting on current performance, and alert to current financial climate and forecasts, Members unanimously agreed the revised Policy and PI for 2019/20.

## SERVICES

### 5.0 Property Services

#### 5.1 Asset Management Strategy (AMS)

Members considered Report No. 11, approving the AMS in the context of the current and future challenges in securing the longer-term sustainability of the housing stock and the communities in which the association operate: from the delivery of SHQS<sup>4</sup> and EESSH<sup>5</sup> in multi-tenure, pre-1919 and non-traditional housing stock; to meeting the needs and aspirations of our changing and increasingly vulnerable household profiles. Members agreed the strategy initiatives and PIs, acknowledging ongoing compliance reporting, and recognising the importance of flexibility to reflect stock

<sup>2</sup> Office of the Scottish Charity Regulator

<sup>3</sup> Scottish Housing Regulator

<sup>4</sup> Scottish Housing Quality Standards

<sup>5</sup> Energy Efficiency Standards for Social Housing

intelligence, new and/or enhanced statutory/regulatory requirements, housing needs and demand data, procurement capacity and owner participation in common works.

5.2 H&S<sup>6</sup>: Asbestos Management Plan (AMP)  
Members considered Report No 12, and approved the AMP incorporating compliance assessment and enhanced risk controls.

5.3 Notifiable Event: Independent Report Review  
Members considered Report No. 13. Reflecting on the Notifiable Event, and, taking account of the risk assessment and observations, Members unanimously agreed the report recommendations as an appropriate and proportionate response to the independent environmental assessment..

## 6.0 **Regeneration**

6.1 Remodelling Projects Progress Report  
Report No. 14 was considered, with Members noting revised target completion dates and damages for late completion.

## CLOSE

### 7.0 **Items For Future Agendas**

Dover Street Acquisition: OOG<sup>7</sup> Compliance: November 2019  
Dover Street: Commercial Unit tenure: November 2019  
30 Year Cashflow: Feb 2020

### 8.0 **Any Other Urgent Business**

There was no other business.

### 9.0 **Date Of Next Meeting**

29 October 2019 Strategy Review  
12 November 2019 Services Meeting

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<sup>6</sup> Health & Safety

<sup>7</sup> Offer of grant