

**MINUTE OF GWAH MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY 12 NOVEMBER 2019
AT 6:00 PM, IN GWAH OFFICES, 5 ROYAL CRESCENT, GLASGOW.**

PRESENT:

Joe Heaney Chairperson
Tony Keane
Nina MacNeill
Joginder Makar¹
Hanif Mirza
Anne Campbell²
Moira Wadsworth

ATTENDING:

Elaine Travers, Chief Executive
Anne Allan, Corporate Director¹
Sandy Welsh, Services Director

APOLOGIES:

Yushin Toda
Jim Michael
Issi Gracie

LEAVE OF ABSENCE:

OBSERVERS:

WELCOME

- 1.0** The Chairperson noted apologies, introduced and welcomed all Committee members to the meeting. Members agreed a 3-month LOA for I Gracie and J Michael, and acknowledged, with disappointment, S Jenkins' resignation. The general interest of Tenant Members, and GWEn service users, along with the specific interests of M Wadsworth and A Allan as GWEn Board Members were noted. Members were mindful of their responsibilities as Trustees, accordingly, it was confirmed it was appropriate that Members did not withdraw from the meeting.

CORPORATE

2.0 Minutes

2.1 Management Committee Meeting: 24 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 H Mirza.

2.1.2 Matters Arising

There were no matters arising.

2.2 Election of Chair

J Heaney was proposed by J Makar, with A Campbell seconding. There was unanimous support and no other nominations. J Heaney thanked Members and took over the role of the Chair.

2.2.1 Election of Vice Chair

For the backfill role of Vice Chair, N MacNeill was proposed by J Makar, with A Campbell seconding. There was unanimous support and no other nominations.

2.2.2 Casual Vacancy

As permitted by Rule 41, J Heaney proposed the appointment of former MC Member S Mosedale to

¹ Items 1.0-3.0 and 5.00 (7.15pm)

² Items 1.0-6.0 (7.45pm)

the casual vacancy created following S Jenkins' resignation. This was seconded by M Wadsworth, with unanimous support from Members.

3.0 Governance

3.1 Execution Of Documents

There were none

3.2 Membership Applications

Report No.1 was considered. Members accepted the reasons for the Category B application and unanimously approved Membership.

Name	Address	Share
PERSONAL DATA REDACTED	PERSONAL DATA REDACTED	PERSONAL DATA REDACTED

3.3 Notifiable Events Register/Data Breaches

Report No.2 was considered. Members noted the completed investigation NE1003373, agreeing the actions resulting therefrom.

3.4 Freedom of Information Compliance

Report No.3 was considered. Members approved the Model Publication Scheme recommended by the Scottish Information Commissioner (SIC), and the Policy and Charging Schedule based on the model documents recommended by the Scottish Federation of Housing Associations (SFHA). With these approvals, Members acknowledged full compliance with the four key areas of the SFHA Open All Hours 2019 publication.

SERVICES

4.0 Mid-year performance report

Members considered Report No.4, discussing performance against the Charter outcomes, noting good progress across a wide range of initiatives and agreeing revised targets, where recommended, in the context of risk. Whilst acknowledging a reduced number of SHR ARC³ reportable indicators, Members agreed that GWhA retain the indicators for performance monitoring purposes. The following specific points were noted from the discussions:

- a) Housing Allocations Policy, systems audit Q4 to consider equalities impact.
- b) MC 26/11/19 to review EESSH Strategy and measures towards compliance.
- c) Procedural review, increased scrutiny, and targeted action following AGS⁴ slippage in one property (13 days late).
- d) Options for progressing the Glasgow Housing Register anticipated from GCC Q4.
- e) Revised Rent Arrears Management Strategy scheduled Q4; with close monitoring of universal credit impact and rent arrears cases > 13 weeks.

5.0 Rent Policy Review

Report No. 5, incorporating the annual self-assessment against SSHC outcomes 13-15, and the SHR's thematic inquiry recommendations⁵, was considered, alongside the supplementary presentation. The challenges of reaching a fair and balanced outcome in an unpredictable operating environment were acknowledged, with Members alert to the emerging sectorial risks, and to the pressure on rents from escalating costs, and shrinking local authority services; and from increasing tenant and regulatory expectations around service provision and standards.

The positive impact of the 2019/20 Phase 1 rent restructuring on affordability levels was welcomed;

³ Scottish Housing Regulator, Annual Return on the Charter

⁴ Annual Gas Service

⁵ How Social Landlords consult tenants about rent increases

however, mindful of the comparability data, and aware of the ongoing affordability challenges for single people and single parents in particular, there was caution over presenting enhanced service options to tenants, beyond the minimum 2.2% required to balance the budget.

Consistent with the Corporate Plan initiative, Members agreed Phase 2 rent restructuring for delivery of the 2020/21 rent proposal, subject to independent validation of the 5-year strategy (to MC Meeting 26/11/19), and to annual review of progress towards harmonisation.

In terms of tenant consultation, Members unanimously supported consultation on the proposed average 2.2%, through a 0% increase for the 56% of households with the most pressured rents, and an increase of 1.7% (CPI) plus a maximum of £3.20 per week, for the remaining 44% of tenancies.

Delegated authority was granted to the CE⁶ to sign off the December newsletter article, and associated consultation measures.

6.0 Property Services

6.1 Health and Safety:

6.1.1 Legionella Management Plan (LMP)

Members considered Report No. 6, approving the LMP and the proposed independent validation of risk.

6.1.2 Asbestos Survey: 5 Royal Crescent

Members considered Report. No 7, noting ACS' reassuring response to the Asset Management Survey report. Members agreed appropriate mitigation, and approved the Action Plan based on the 3-principle approach recommended by ACS; with further review and reporting to MC Meeting January 2020.

6.2 Procurement report:

6.2.1 Appointment of Lift Consultants

Report No. 8 was considered and the award of contract noted; with Members retrospectively endorsing the budget amendment to reflect a procedural variation arising from an oversight in the procurement strategy spend projections.

6.2.3 Appointment of AGS/Maintenance Contractor

Report No.9 was considered, with Members noting the award of contract in line with the Procurement Strategy and delegated authorities.

6.2.2 Response Repairs

Members considered Report No10, approving the procurement principles consistent with previous discussions, and acknowledging the risk profile. Alert to the procurement timeline, delegated authority was granted to the CE to confirm the contract award, subject to compliant tender and robust evaluation.

6.3 SVT: curtain walling

Report No 11 was considered. Members approved the Action Plan in the context of the engineer's report and risk schedule, delegating authority to the CE for remedial works procurement, and with progress reporting to MC.

6.4 Fire (Scotland) Regulations 2021: Strategy Compliance

Report No.12 was considered, with Members acknowledging plans for delivering compliance within the target timescale.

6.5 SHQS⁷: compliance report

⁶ Chief Executive

⁷ Scottish Housing Progress Report

Report No.13 was considered, with Members noting 87% compliance (92% excluding exemptions), against the 92% (97%) year-end target.

6.6 Procurement Delivery Plan
Report No.14 was considered, progress was noted and the significance of the project management consultancy in driving the procurement was acknowledged.

7.0 Tenancy Services

7.1 Anti-Poverty Strategy

Report No.15 was considered, with Members approving the 3-year strategy in the context of economic uncertainty.

7.2 Blythswood Court Local Lettings Initiative (LLI): Evaluation

Report No.16 was considered, and the resounding success of the initiative acknowledged. Having delivered on its objectives, Members accepted it was appropriate to conclude the LLI, with the general terms of the Housing Allocations Policy applying to all allocations from 01/04/20, and with ongoing monitoring of trends to ensure a balanced and sustainable community is maintained. Recognising the value of the LLI flat, and the Lettings Panel, Members agreed to retain these elements of the initiative, subject to annual review.

7.3 Domestic Abuse Policy

Report No.17 was considered, with Members approving the Domestic Abuse Policy, consistent with the previous commitment to the Chartered Institute of Housing's Make A Stand campaign.

7.4 Service Engagement Strategy: ATC

Members considered Report No. 18, approving the outline plans for the ATC on 25/01/20.

8.0 Estates Services

8.1 Estates Services Strategy

Members considered Report No. 19, approving objectives and initiatives for the service towards 2028, subject to annual review in line with the corporate planning process.

CLOSE

9.0 Items For Future Agendas

Procurement Delivery Plan 2020/21 (26 Nov)
EWI⁸ Options Appraisal: (March 2020)
Energy Efficiency Strategy (26 Nov)

10.0 Any Other Urgent Business

There was no other business.

11.0 Date Of Next Meeting

26 November 2019 Corporate
Audit Sub 26 November 2019

⁸ External Wall Insulation