

**MINUTE¹ OF THE VIRTUAL MEETING OF GWHA'S MANAGEMENT COMMITTEE
HELD ON TUESDAY 28 APRIL 2020**

PRESENT:

Anne Campbell
Issie Gracie
Joe Heaney Chairperson
Joginder Makar
Susan Mosedale
Yushin Toda
Moira Wadsworth
Nina MacNeill

ATTENDING:

Elaine Travers, Chief Executive
Anne Allan, Corporate Director

APOLOGIES:

LEAVE OF ABSENCE:

Jim Michael
Tony Keane

WELCOME

- 1.0** Alert to the unprecedented challenges of the coronavirus (covid-19) medical pandemic, and to ensure continuity of robust governance, expeditive decision making, risk mitigation and flexibility in corporate planning, Members agreed interim communication measures to include virtual meetings; and delegated authority to Executive Team/Office Bearers for covid-19 business critical decisions.

The general interest of Tenant Members, and GWEn service users, along with the specific interests of Moira Wadsworth and Anne Allan as GWEn Board Members were noted. Members were mindful of their responsibilities as Trustees, accordingly, it was deemed competent for Members to contribute to all agenda items.

CORPORATE

2.0 Minutes

2.1 Management Committee Meeting: 31 March 2020

2.1.1 Adoption of Minute

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

2.1.2 Matters Arising

There were no matters arising.

2.2 Audit Sub-Committee Meeting: 31 March 2020

2.2.1 Adoption of Minute

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

2.2.2 Matters Arising

There were no matters arising.

3.0 Governance

3.1 Execution Of Documents

There were none.

3.2 Membership Applications

There were none.

¹ Reflecting members' email responses on a proforma, to reports issued in advance of meeting date

- 3.3 Registers: Notifiable Events; Data Breach and P&Bs²
Report No. 2 was considered. Members confirmed appropriate SHR³ update against NE 1003649 and acknowledged imminent NE reporting of 30 Gray Street lease. There were no data breaches or P&Bs to report.
- 3.4 Corporate Plan 2020/21
Report No. 3 was considered and the Corporate Plan 2020/21 approved. Members recognised that the strategic planning cycle was well advanced by the time the first cases of coronavirus Covid-19 were confirmed in the UK, and that whilst elements of the Plan had been revisited to reflect potential risks emerging from this global pandemic; with uncertainty surrounding the medium to longer term impact, the Plan would require close monitoring and review to ensure it remained proportionate and appropriate in GWHA's journey towards *shaping thriving communities*.
- 3.5 Rules Review
Members considered Report No. 4: the optional provisions permitted within the scope of the Charitable Model Rules 2020; and, mindful of GWHA's strategic principles and risk, unanimously agreed the following:
1. Accept Rule 37.1 (Direct Appointments), subject to legal advice regarding quotas/composition: and specifically ensuring preference and priority for Elected Members.
2. Reject Rules 37.2 (Staff Members as Executive Members) and 38.4 (Payment to Board Members).
Members confirmed plans for an SGM immediately prior to the AGM to consider the Rule Change resolution.
- 3.6 Pre AGM formalities & MC Competencies
Report No. 5 was considered. Members confirmed the following arrangements for the scheduled AGM 24/06/20; with contingency plans agreed to reflect the current uncertainty over social distancing/events:
1. Members standing down / re-election: S Mosedale (casual vacancy)
2. MC Endorsement of Members with greater than 7 years' service, i.e. Y Toda and J Makar, at the MC Meeting 31/03/20;
3. Nominations may be received from GWHA Members up until 17/06/20; with nominations encouraged from underrepresented groups.
4. Event management format, venue and arrangements: including Table Managers/MC encouraging attendees to consider MC role.
5. Target issue dates, including invitation issue 21 days prior to event.
- 3.7 MC Appraisals Framework: Board Performance Survey
Members considered Report No. 6, noting performance and trends; and indicating areas for improvement/action.
- 3.8 MC Membership Strategy
No update to report.
- 3.9 Annual Assurance Statement: Learning/Actions
Report No 7 was considered. Members noted positive SHR⁴ feedback on GWHA's 2019 Annual Assurance Statement (AAS); and confirmed appropriate consideration of the SHR's summary review of the first Statements.
- 3.10 Data management strategy review
Report No 8 was considered; with Members confirming appropriate risk, compliance and EQIA⁵ review, and approving the Strategy, Initiatives and PIs.

² Payments and Benefits

³ Scottish Housing Regulator

⁴ Scottish Housing Regulator

⁵ Equalities Impact Assessment

4.0 Finance

4.1 30yr Cashflow

Report No. 9 was considered, with Members acknowledging the challenges of forecasting in these unprecedented times. The 30-year cash flow, including revised key assumptions, was approved, with Members agreeing an updated cashflow to be presented later in the year.

SERVICES

5.0 Property Services

5.1 Energy Efficiency Strategy

Report No. 10 was considered, with current performance, reasonable measures and modelling approach acknowledged; and fuel poverty initiative welcomed. Members confirmed appropriate risk and compliance review, and approved the Strategy, Initiatives (Projects and Action Plans) and PIs. In response to a Member query, it was confirmed that measures, including legal action as appropriate, would be explored towards compliance.

5.2 PDP 2020/21

Report No 11 was considered and the PDP approved, subject to ongoing review to reflect current restrictions around covid-19.

OTHER BUSINESS

6.0 Any Other Urgent Business

SHR Guidance for Governing Body

Report No.12 was considered, with Members confirming appropriate self-assessment and assurance.

7.0 Items For Future Agendas

8.0 Date Of Next Meeting

MC Services 19 May 2020

CLOSE