

**MINUTE OF GWAH MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY 19 MAY 2020
AT 3:00 PM, VIA VIDEO CONFERENCE**

PRESENT:

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

ATTENDING:

Elaine Travers, Chief Executive
Jen Barrow, Services Director

APOLOGIES:

LEAVE OF ABSENCE:

Tony Keane
Jim Michael

OBSERVERS:

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 interest of Maira Wadsworth and Susan Mosedale as GWEn Board Members were noted. Members were mindful of their responsibilities as Trustees, accordingly, it was confirmed that Members were not required to withdraw from the meeting.

CORPORATE

2.0 Minutes

2.1 Management Committee Meeting: 28 April 2020

2.1.1 Adoption of Minute

The minute of the meeting was unanimously accepted as a correct record, without amendment; proposed by J Makar and seconded by A Campbell.

2.1.2 Matters Arising

There were no matters arising.

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 A application and unanimously approved Membership.

Name

PERSONAL DATA REDACTED

Address

PERSONAL DATA REDACTED

Share

PERSONAL DATA REDACTED

- 3.3 Registers: Notifiable Events / Data Breaches / Payments and Benefits
Report No.2 was considered. Members discussed the covid-19 impact on operations, confirming appropriate SHR¹ update against NE 1003649, and noting that a risk assessment would inform service resumption. Imminent NE reporting of the Gray Street lease was acknowledged, subject to execution of lease documentation week beginning 25/05/20. There were no data breaches or P&Bs to report.
- 3.4 MC Membership Strategy
Members welcomed plans to resume the Committee Training Forum (CTF) sessions through Microsoft teams.
- 3.5 Rules Review: SGM and AGM Arrangements
Report No.3 was considered. Members acknowledged legal advice, and, subject to SHR regulatory consent, agreed unanimously the Rule edits and Resolution for presentation to the membership. The SGM Report to Members was approved, and, mindful of ongoing restrictions around social distancing, the revised AGM/SGM dates(s) of 17/08/20 and 14/09/20 were confirmed. Members agreed that it would be good practice to alert members by letter to the AGM/SGM arrangements.
- 3.6 Elect Interim Office Bearer: Secretary
S Mosedale was proposed by J Heaney, with M Wadsworth seconding. There was unanimous support and no other nominations.

SERVICES

4.0 Services

4.1 ARC² Services Performance Report

Report No 4 was considered in some detail, along with a presentation on the key points against each of the Scottish Social Housing Charter (SSHC) outcomes. Members discussed performance, trends and peer group comparisons across all outcomes, acknowledging in particular, the impact of recently revised guidance on projected SHQS compliance (Outcome 4); and challenges around universal credit migration/welfare reform on rent collection (Outcomes 14-15). Members agreed the initiatives and PIs aligned to the 2020/21 Corporate Plan, and were mindful of the associated risks and uncertainty around covid-19 impact, and BREXIT transition. Members commended the quality and presentation of the Services Report, acknowledged multiple levels of scrutiny, and delegated authority to Anne Allan, Corporate Director to submit the ARC to the SHR in line with GWHA's original timescale of 21/05/20.

4.1.1 GHR³ Central Processing Feasibility

Members noted that the options report had not been received from GCC within the Q4 timeframe; and were in agreement that further MC reporting would be required only where strategic decisions were required.

4.2 ARC Systems Audit

Members considered Report No 5, and supplementary slide; and were reassured by the Systems Audit Report: *"In our opinion, the Association has a clear way of gathering, calculating and audit trailing the information for the indicators"*

¹ Scottish Housing Regulator

² Annual Return on the Charter

³ Glasgow Housing Register

5.0 Tenancy Services

5.1 RTO⁴ Compliance: BGA⁵

Report No. 6 was considered and the outcome of the SPSO⁶ referral noted. Members confirmed support for the RTO, subject to ongoing compliance with criteria and commitment from the Group to respond to consultations on matters as outlined in Housing (Scotland) Act 2001.

6.0 Property Services

6.3 H&S Compliance

Report No. 7 was considered, with Members commending excellent PI performance, HMO⁷ compliance reporting, and plans for addressing the remaining action from the independent audit. Members commented on potentially wide-reaching H&S requirements from covid-19 corona virus, recognising impact on future service delivery/operations. Separately, it was noted that Fire Safety Plans covering all stock were under development for presentation to MC August 2020.

OTHER BUSINESS

7.0 Any Other Urgent Business

There was no other business.

8.0 Items For Future Agendas

Fire Safety: Aug 2020

Car Parking Strategy: Aug 2020

9.0 Date Of Next Meeting

MC Corporate 18Jun 2020

Audit Sub 18 Jun 2020

CLOSE

⁴ Registered Tenants Organisation

⁵ Bumbank Gardens Association

⁶ Scottish Public Services Ombudsman

⁷ House in Multiple Occupation