

**MINUTE OF GWA MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY 22 FEBRUARY 2022
AT 6:00 PM, HYBRID MEETING VIA VIDEO CONFERENCE AND IN GWA OFFICES, 5 ROYAL CRESCENT,
GLASGOW**

PRESENT:

Nicola Adams¹
Anila Ali¹
Steve Bruce
Anne Campbell
Joe Heaney Chairperson
Nina MacNeill¹
Joginder Makar
Amy Robertson¹
Billy Robertson¹
Yushin Toda¹

ATTENDING:

Elaine Travers, Chief Executive
Iain Nicholl, Corporate Director
Daniel Wedge, Technical Director²
Craig Orr, Technical Manager³

APOLOGIES:

Issi Gracie

LEAVE OF ABSENCE:

OBSERVERS:

PRE MC TRAINNG: Staff Roles – Financial Ratios/Covenants, led by Iain Nicholl, Corporate Director.

WELCOME

- 1.0 The Chairperson noted apologies, introduced and welcomed all MCMs to the meeting, and confirmed the order of business. The general interest of Tenant Members, and GWEn service users, along with the specific interests of Elaine Travers and Anila Ali as GWEn Board Members were noted. The Chairperson reminded Members of the Code of Conduct and meeting etiquette, specifically that questions are directed through the Chair; that discussions are professional and constructive; and that decisions are taken in the best interests of tenants and service users. Members were mindful of their responsibilities as Trustees, accordingly, it was confirmed appropriate that Members did not withdraw from the meeting. N Adams and A Robertson declared interests and abstained from the discussions at items 3.6 and 5.1 respectively.

CORPORATE

2.0 Minutes

2.1 Management Committee Meeting: 25 January 2022

2.1.1 Adoption of Minute

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

2.1.2 Matters Arising

There were no matters arising.

2.2 MC Action Plan Compliance

Report No. 1 was considered and progress and compliance acknowledged.

2.2.1 Treasury Management: Investment Strategy

MCMs acknowledged referral from the ASC, agreeing consideration at MC Meeting 14/06/22 following LCC/investment review.

¹ Remote

² Items 1.0-3.3 and 6.0

³ Item 6.0

2.2.2 SENSITIVE DATA REDACTED

3.0 Governance

3.1 Execution Of Documents

There were no documents for execution.

3.2 Membership Applications

Report No.2 was considered and members approved unanimously the category A applications.

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

3.3 Registers: Compliance Reporting

Report No. 3 was considered, recent recording in the Registers was noted, and SHR closure of NE 22509 was welcomed. Neil Matheson (TCY solicitors) was introduced to the Meeting following consideration of the NE 1004349 report, and the following points were noted in response to MCM questions:

SENSITIVE DATA REDACTED

MCMs deliberated the advice in the context of H&S responsibility, scaffolding costs, ongoing disruption to tenants, and regulatory expectations; with consensus that time was of the essence in this matter.

SENSITIVE DATA REDACTED

Members moved to consider the Data Register, noting staff apologies and reassurance of learning and action to mitigate recurrence. There were no EPBs; and scheduled update on the SAR, FOR and EIR Register to MC 17/05/22. H&S Register reporting was as previously agreed.

3.4 SHR⁴ Engagement Plan Compliance

Report No.4 was considered with MCMs acknowledging reporting in compliance with the Engagement Plan.

3.5 Professional Services Performance Reviews

Report No. 5 was considered, with MCMs noting performance reviews and plans for addressing service shortfalls. The rescheduled procurement of legal and audit services was accepted; the anticipated reinstatement of independent face-to-face continuous monitoring surveys was welcomed, and the plan for tenant consultation on the Community Safety Services partnership was noted. The renewal of service contracts was agreed as proposed.

3.6 Affiliations Review 2022/23

MCMs considered Report No. 6, endorsing the affiliations at 3.1, and approving the recommended affiliations at Appendix 1. Members noted the reduced fee negotiated with Housemark, with agreement that this subscription should be kept under review to ensure value for money.

3.7 Corporate Plan & Risk Management Review

MCMs considered Report No.7, noting progress in the context of ongoing covid / BREXIT impact and service delivery restrictions. Tenant engagement via the ATC was acknowledged, Q3 PI performance was noted, and risk and mitigation were explored. Subject to an amended risk schedule, MCMs approved the principles/outline initiatives and 80% PI for the 2022/23 Corporate Plan, with the focus on concluding current initiatives; and with the aim of comprehensively reviewing the Corporate Strategy in 2022 to ensure it remains fit for purpose in the journey towards the association's 50th anniversary in 2028.

⁴ Scottish Housing Regulator

3.8 Social Media Strategy Compliance and Review
Report No. 8 was considered, with MCMs noting strong performance and progress against the 2019-22 Strategy. The 2022/25 Strategy, PIs and initiatives were approved in the context of compliance, risk mitigation and equalities impact assessment.

3.9 GWEn⁵ Board Member Resignation
Members considered report No.9, noting Board Member resignations, current composition and succession planning arrangements. The report was approved, subject to confirmation of dates at the MC Meeting 29/03/22.

4.0 Finance

4.1 Draft Budget 2022/23

MCMs considered Report No. 10, acknowledging the unprecedented challenges from the prevailing economic climate, and agreeing the importance of cautious budgeting in the midst of these highly unpredictable market pressures and the impact on response/planned maintenance and utility costs in particular. The draft budget to March 2023 was approved unanimously, subject to final budget presentation, including a Projected Statement of Financial Position and Cash Flow for the year (included in the presented report in error), to the MC Meeting 29/03/22.

SERVICES

5.0 Property Services

5.1 SENSITIVE DATA REDACTED

6.0 Technical

6.1 SHQS⁶ & EESSH⁷ Progress Report

Report No.12 was considered, with MCMs noting current and projected SHQS and EESSH compliance, and progress across the aligned initiatives. With reference to the Fire Safety (Scotland) Regulations 2021, MCMs were assured that buildings insurance cover was not impacted by delayed compliance; and that whilst GW's priority focus remains on regulatory compliance, the current message from the Scottish Government was one of promotion, rather than enforcement.

OTHER BUSINESS

7.0 Any Other Urgent Business

There was no other urgent business.

8.0 Items For Future Agendas

PDP (Priority Focus) – March 2022

EWI Feasibility - c/f April 2022

Communications Strategy Review

9.0 Date Of Next Meeting

29 March 2022

CLOSE

⁵ Glasgow West Enterprise

⁶ Scottish Housing quality standard

⁷ Energy Efficiency Standard for Social Housing