

MINUTES OF THE MEETING OF THE COMMITTEE OF MANAGEMENT OF WHITEINCH AND SCOTSTOUN
HOUSING ASSOCIATION LTD HELD AT 7.00PM ON WEDNESDAY 25th JUNE 2025 at WSHA OFFICES

Present:

L Stevenson	(Chairperson)
L Mimmagh	
J Simon	
E Howat	
D Keaveney	
E Dorrian	
S Conlin	
E McShane	
L Reid McConnell	

In Attendance:

O Gaffney	(SHARE) – Item 5.0 only
A Reid	Director of Finance & ICT
R Clegg	Director of Property Services
P Latham	Director of Corporate Services
M Greig	Director of Housing and Communities
N Adams	Corporate Services Officer

1. WELCOME & APOLOGIES

The Chairperson welcomed everyone to the meeting.

Apologies were received from J. Ward and G. Johnston.

J. Haughey, M. Burke and R. Brown were not present.

2. DECLARATIONS OF INTEREST

None to note.

Staff members were not present for Item 11.0 – AOB – Confidential.

3. CHAIRPERSON'S REMARKS / COMMITTEE & STAFF NEWS

None to note.

4. MINUTES OF THE PREVIOUS MEETINGS & MATTERS ARISING

4.1 The minutes of the meeting on 28th May 2025 were **APPROVED** by the Committee.

4.2 The confidential minutes of the meeting on 28th May 2025 were **APPROVED** by the Committee.

4.3 [REDACTED] thanked WSHA for the voucher he was gifted for his milestone birthday.

There were no other matters arising.

5. PRESENTATION FROM SHARE: MANAGEMENT COMMITTEE APPRAISALS

Olwyn Gaffney from SHARE joined the meeting remotely and presented the Management Committee Appraisal Report. This will be uploaded to Decision Time.

The Director of Corporate Services advised there will be analysis undertaken of the report which will feed into the learning and development plan for Committee training.

6. FINANCE & IT REPORT

The Director of Finance & IT advised Committee that the subsequent reports give an overview of the audit. All reports in agenda Item 6 have been scrutinised by the Audit and Risk Sub-Committee, who have recommended their APPROVAL.

Committee **NOTED and APPROVED** the Finance & IT Report.

6.1 AUDIT FINDINGS REPORT

The Director of Finance & IT advised Committee a clean audit report has been provided by RSM.

One observation was made in relation to the recognition of £1,250 worth of income for TWC. This relates to a grant for this sum of money – the letter for which was received in 2023/24, however the money was received in 2024/25 and it was therefore recorded in 2024/25.

The Director of Finance & IT noted it is prudent to recognise income as and when it is received, not based on a grant letter which may or may not materialise due to circumstances outwith the organisation's control. The TWC policy will be updated to reflect this.

It was confirmed the interim audit in December to map the balances from Capita to HomeMaster showed no issues, anomalies or errors. The new chart of accounts in HomeMaster is accurately reflective of all the companies.

Committee **NOTED and APPROVED** the Audit Findings Report.

6.2 WSHA FINANCIAL STATEMENTS 2024-25

The Director of Finance & IT talked through the accounts and advised the Committee that the Statement of Comprehensive Income shows the income and expenditure of the Association.

Highlights of the report include: turnover of £8m and operating costs of £8.3m resulting in an operating deficit of £300k. Taking into consideration interest earned and finance charges, the Deficit on ordinary activities before tax for the year is c.£45k.

The Director of Finance & IT advised the gain of £72k in the pension fund is an actuarial gain and is not cash. The overall comprehensive income for the year is a surplus of c.£27k.

It was noted the balance sheet details the Associations' assets and liabilities at a point in time and shows how these are reflected in the organisation's reserves.

Highlights include: c.£32m assets, c.500k debtors, c.3.3m cash in bank, c.£31m net assets.

Committee noted the statement of cash flows details where money has been spent in the year. In 2024/25 the Association started with c£5.5m, had expenditure of c2.2m, resulting in c.£3.3m at the end of the year 2024/25.

Committee **NOTED and APPROVED** the WSHA Financial Statements 2024-25.

The Director of Finance & IT advised Committee that the Letter of Representation would be circulated post-meeting for APPROVAL. This letter states that the Committee accept how RSM have conducted the audit and the Committee members responsibilities in accordance with the audit engagement letter.

6.3 WSES FINANCIAL STATEMENTS 2024-25

Included for Committee information and oversight.

Committee **NOTED** the WSES Financial Statements 2024-25.

6.4 WCL FINANCIAL STATEMENTS 2024-25

Included for Committee information and oversight.

Committee **NOTED** the WCL Financial Statements 2024-25.

6.5 WSPM FINANCIAL STATEMENTS 2024-25

Included for Committee information and oversight.

Committee **NOTED** the WSPM Financial Statements 2024-25.

7. CORPORATE SERVICES REPORT

The Director of Corporate Services reminded Committee of the date of the AGM: 27th August 2025 at 6.30pm and advised there will be a short committee meeting afterwards to elect Office Bearers. If any Committee Members are interested in standing to become an Office Bearer, please speak to the CEO or Director of Corporate Services.

It was noted that 5 committee members are due to stand down at the AGM this year. One member who is standing down intimated they would not be seeking re-election: Lana Reid-McConnell.

Committee **NOTED and APPROVED** the Corporate Services Report.

7.1 COMPLIANCE WITH RULE 68: CONFIRMATION OF RULES 62 TO 67

Committee **NOTED** the Secretary's report confirming compliance with Rule 68.

7.2 STANDING ORDERS

Committee noted the Standing Orders were last reviewed in 2020 and that an upcoming Governance Review will scrutinise these again. In the interim, updates have been made which relate to the change in the titles of the sub-committees.

Committee **APPROVED** the Standing Orders.

7.3 WSHA COMMITTEE WORK PLAN (2025-26)

Committee noted the Board Strategy Planning Day diarised for the afternoon of 27th August. Formal invitations to follow.

The Director of Corporate Services advised Committee if anyone has to take unpaid leave to attend the day, they will be re-compensated. Committee were advised to speak to the CEO or The Director of Corporate Services if this affects.

Committee **APPROVED** the Committee Work Plan (2025-26).

8. PROPERTY SERVICES REPORT

8.1 HEADS OF TERMS: 25 INCHLEE STREET, GLASGOW

The Director of Property Services advised Committee the Association is looking to purchase the property at 25 Inchlee Street for £25k.

It is proposed the property is renovated into two flats: a 3 bedroom and 2 bedroom flat.

Committee **NOTED** the Heads of Terms for 25 Inchlee Street, Glasgow and **AGREED** the purchase of 25 Inchlee Street.

9. HOUSING AND COMMUNITIES REPORT

The Director of Housing and Communities noted all reports in Item 9 show benchmarking for the ARC Return.

9.1 SHN CHARTER INSIGHTS REPORT (2024-25)

This report shows information from SHN members who have submitted their information.

Committee noted that of the 11 indicators, 5 are performing well and 5 have areas for improvement. The final indicator relates to quotas (general waiting list, transfer and s.5 referrals). The Director of Housing and Communities advised Committee there are plans in place to improve on the percentages in the areas for improvement.

Committee **NOTED** the SHN Charter Insights Report and the possibility of a SHN PAV (Performance Analysis Visit).

9.2 QUALITY AND EFFICIENCY FORUM STATISTICAL REVIEW OF ARC (2024-25)

Committee noted the report at Item 9.2 shows peer group statistics.

The Director of Housing and Communities informed the Committee this is the last year WSHA will be inputting to the QEF report.

Committee **NOTED** the QEF Statistical Review of ARC (2024-25)

9.3 ANNUAL STATISTICAL REVIEW APPENDIX (2024-25)

Committee **NOTED** the Annual Statistical Review Appendix (2024-25)

10. UPDATES & INFORMATION FOR COMMITTEE

10.1 GWSF BRIEFING ON HOUSING INVESTMENT TASK FORCE

Committee **NOTED** the GWSF Briefing on Housing Investment Task Force

10.2 SOCIAL HOUSING SAFETY NETWORK SCOTLAND NEWSLETTER

Committee **NOTED** the Social Housing Safety Network Scotland Newsletter

11. AOB – CONFIDENTIAL

12. DATE AND TIME OF NEXT MEETING

WSHA Strategy Day: 27th August 2025 @ 1pm – 5pm

WSHA AGM: 27th August @ 6.30pm