

MINUTES OF THE MEETING OF THE COMMITTEE OF MANAGEMENT OF WHITEINCH AND SCOTSTOUN HOUSING ASSOCIATION LTD HELD AT 7.00PM ON WEDNESDAY 1st MARCH 2023 at WSHA OFFICES

Present : L Stevenson (Chairperson)
C Ennemoser
J Carmichael
J Haughey
D Keaveney
R Hunter
L Mimmagh (late)

In attendance : J Ward Chief Executive
A Reid Director of Finance
P Latham Director of Corporate Services
J Gordon Director of Property Services
S Shone Director of Housing Services
K Szulc HR & Support Services Officer

1. **APOLOGIES**

2.

L Mimmagh advised that she would attend late

2. **CHAIRPERSON'S REMARKS/COMMITTEE – STAFF NEWS**

Best wishes for a long and healthy retirement were passed to [REDACTED] [REDACTED] who would be retiring at end March 2023.

3. **DECLARATIONS OF INTEREST**

EVH Terms & Conditions Review – C Ennemoser.
WCL - D Keaveney.

4. **MINUTES OF THE MEETINGS HELD ON 1ST FEBRUARY 2023**

The minutes of the meeting on 1st February 2023 were approved by C Ennemoser and seconded by J Haughey.

5. **MATTERS ARISING**

Dissatisfied Tenant – The Director of Property Services (DPS) said that the one person who was dissatisfied with work carried out was in relation to repeated low pressure in his heating. This was resolved after multiple visits.

Eviction Case – The Director of Housing Services (DHS) said that in relation to the case that had been approved for eviction, there had been an application for recall and therefore wouldn't be evicted.

6. **CHIEF EXECUTIVE OFFICER REPORT**

Staff Update – In relation to the redesign, congratulations to [REDACTED] [REDACTED] been made permanent and to [REDACTED]

appointed as [REDACTED]. Both posts take effect from 3rd April 2023.

Net Zero and EESSH2 – GWSF review group has provided Scottish Government (SG) information. SG paused EESSH2 to review energy efficiency and Net Zero together to ensure a joined up approach and a review group has been set up to complete a review by July 2023. The Chief Executive (CE) and DPS are developing a master plan for the whole area to allow us to consider our wider asset management strategy over the next 6-12 months and any financial impact. The information for our Energy Performance Certificates has been provided to the Energy Saving Trust and they are reviewing the feasibility for potential energy performance improvements across our stock.

The SHR has carried out a review and issued new Integrated Asset Management guidance to and have recommended five key principles to be at the heart of achieving a resilient approach to asset management. Our Asset Management Strategy will be reviewed to align with the five key principles. A copy of the Regulators report can be downloaded from their web site.

GWSF Fees – fees for next year are due and Committee approved re-registration.

Committee Member Recruitment – local business will be contacted as part of the process.

WCA AGM – has been rescheduled due to poor attendance.

Community Partnership Agreements – these have been sent out to partners for signing. The Community Investment Article in Scottish Housing News went down well with partners. ECO Trust are very positive about the approach and Heart of Scotstoun are looking forward to developing our relationship and working together.

Affordable Housing Investment – links will sent by email to allow Committee to access.

Decision Time Demonstration – there will be a demonstration next month for Committee Papers. The system allows governance and committee business (reports and papers) to be accessed via an online portal which allows Members to post questions and comments. It also provides an audit trail for all consultation and decisions made by the committee. However, paper copies of papers will still be available to committee members if that is their preference.

GCC Census – It is unknown how many refugees will lose their homes, as the boat they are living on will no longer be available from 31st March 2023.

7. **EVH TERMS AND CONDITIONS REVIEW**

EVH are proposing an allowance for a Mental Health First Aider, which is a reasonable approach and new conditions around Shared Parental Pay. Whilst, we currently pay an allowance for First Aiders, there is no allowance paid for H&S. The committee are asked to approve the new EVH terms and conditions and also the approval of similar allowance for Health and Safety. Committee approved these proposals.

8. **INTERNAL CLOSE PAINTING SLA WITH WSES LIMITED**

WSES had started a pilot for the internal close painting contact and Committee formerly approved the Service Level Agreement for WSES. The financial model allows for a Painting Supervisor and Painter who have already been recruited, as well as two Apprentices over a seven-year cycle. Committee felt that the more services are delivered, the better.

9. **FUNDING MODEL 2023-24**

There is split ownership of the overall building:

- WCA own the Whiteinch Centre
- WSHA own remainder of the building and the car park area at the rear.

This agreement was established when the site was acquired for development.

WCA and WSHA both have representatives as Board Members of WCL. This arrangement is causing a number of conflicts of interest due to the same individuals being on WCL, WCA and WSHA committees and boards.

WCA is the owner of the Centre and a community association who have

.

WSHA Committee have previously approved to fund

The projected operating costs for 12 months for

A staff consultation has been carried out in relation to the closing the centre and potential redundancies.

Room hire has been reviewed – the IT and Art rooms are difficult to let in their current state, the hall hosts the food bank and other groups leave equipment on site meaning that spaces can't be let. From WSHA's perspective, there is an impact on tenants, the community and WSHA itself.

Page 36 of the papers shows a breakdown of support both in kind and in cash. This support package allows suitable time to undertake meaningful community consultation on the Centre and its services. It also allows time for a new business plan to be developed and new funding to be attracted to support the Centre. Thereafter, WSHA would revert back to being a funder of the Centre and WCL would operate the Centre delivering the new business model.

WCA will consult members on its ability to retain ownership of the building and meet the ongoing maintenance and investment costs associated.

The building value is approximately

future date.

The memorandum and articles for are going to be reviewed and the Board Membership will be expanded to ensure a wider representation of the community and centre users.

North West Voluntary Sector Network is starting a community engagement exercise next Monday, at a cost of . This will be done via social media, WCL, website and tenants and will include focus groups and an Easter Family day on 8th April 2023. This will gather valuable insight and information to determine the future of the centre.

There will be a re-registration of volunteers and training of volunteers, Board Members and staff in order to professionalise WCL and allow them to be sustainable in their own right.

WCL Board have approved this proposal on the 08.03.23 and there is a staff meeting on the 09.03.23.

The café will close on 31st March 2023 and options will be considered by the WCL board thereafter to how this area will be operated moving forward.

The CE will assume ownership of managing staff on a day-to-day basis. A new SLA will be in place to support a community partnership between WCL and WSHA.

This will remain a standing item for the next 6-9 months to keep Committee abreast of WCL.

[REDACTED] [REDACTED] [REDACTED]. Committee accepted and agreed to the proposal and conditions suggested with monthly feedback to Committee.

10. **BAD DEBT WRITE OFFS**

There is a possibility that some of the money may be recovered, but it is unknown. WSHA do as much as we can to recover money and it is well below the 1%-1.75% forecast. Committee approved write off of bad debts.

11. **TENANT HEALTH AND SAFETY UPDATE**

SHR issued a H&S survey in 2021. The intention was to send out a further survey in 2022, however, SHR have confirmed this will no longer happen. SHR will now incorporate this information request into future RSL visits.

12. **HR & CORPORATE SERVICES UPDATE**

[REDACTED] 12-month part time CSA [REDACTED] role.
[REDACTED] as Welfare Rights Officer.

[REDACTED] commences on Monday as Property Services Manager.

Internal appointments from 3rd April 2023 as follows:

- [REDACTED] - Community Services Team Leader.
- [REDACTED] - Senior Housing Officer.
- [REDACTED] - Housing & Community Services Manager.
- [REDACTED] - Corporate Services Manager.
- [REDACTED] – permanent Director of Corporate Services.

[REDACTED], [REDACTED] was studying for an [REDACTED] qualification, which started in 2019 and should have finished last year, the original timeline was disrupted due to Covid. Committee approved extension to finish in 2023.

13. **NO ITEMS COVERED**

14. **NO ITEMS COVERED**

15. **ANY OTHER BUSINESS**

Insurance – for the year 1/4/23 – 31/3/24, Aviva who are WSHA's insurers are removing themselves from the market. Current cost is £210k for property stock. For renewal, Arch have declined, Aspen is at capacity, Allied World are quoting £391k and ABE are quoting £624k (including indexing and IPT). The Director of Finance (DF) is looking at insurance. It is highly unlikely that we will get a lower quote than £391k. Lenders like to be noted in property insurance and they might only want us to insure with their own lender insurance. Following contact other brokers and insurers the DOF was advised that we are lucky to be

getting only an 85% increase and that other Housing Associations were experiencing similar increases. Our claims history is not bad. There was a suggestion that SFHA could get involved to assist and the CE advised that GWSF were approached two weeks ago to get membership opinion and potentially go to SFHA. There will be a re-evaluation of RCIS of all stock and housing associations will go with indexation. More info is requested and more claims considered. Committee were happy to go with insurance decision and DOF would provide further information by email.

Committee Night Out - details should be sent to DCS to arrange.

Staff/Committee Strategy Day - 26th April 2023.

Event will be held in WCL hall. Details to follow.

16. **DATE AND TIME OF NEXT MEETING**

The budget meeting will take place on Wednesday 22nd March 2023 at 6.30pm.

The next meeting of the Committee will take place on Wednesday 5th April 2023 at 7pm.