**Agenda**

***Opening Items***

1. **Welcome & Apologies 19:00 (2m)**

*For Information*

Presenter: Linda Stevenson, Chair Apologies: Linda Mimnagh , Emily Dorrian

Welcome to Mareeta Greig our new Director of Housing & Communities

1. **Declarations of Interest 19:02 (2m)**

*For Information*

Jennifer Simon has advised in advance that she works for an organisation that offers EVH Terms and Conditions and that she is also a member of the SHAPS pension Scheme.

1. **Chairperson's Remarks / Committee & Staff News 19:04 (1m)**

*For Information*

Presenter: Linda Stevenson, Chair

Congratulations to Lana Reid-McConnell on her recent milestone birthday

***Matters for Approval***

**4.0 Minutes of Previous Meeting 19:05 (5m)**

*For Approval*

Presenter: Linda Stevenson, Chair

**4.1**

**WSHA Management Committee Minutes - 27th November 2024**

*For Approval*

Presenter: Linda Stevenson, Chair

**19:10 (1m)**

**4.2 Matters Arising 19:11 (1m)**

*For Information*

Presenter: Linda Stevenson, Chair

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| **5.0** | **Risk Register**  *For Information* | **19:12 (8m)** |
|  | Presenter: Peter Latham, Director of Corporate Services |  |
| **6.0** | **Transfer of the Whiteinch Centre**  *For Approval* | **19:20 (8m)** |
|  | Presenter: James Ward, CEO |  |

**6.1**

**Legal Due Diligence Report**

*For Information*

Presenter: James Ward, CEO

**19:28**

**6.2**

**Transfer Agreement between WCA and WSHA**

*For Approval*

Presenter: James Ward, CEO

**19:28**

**6.3**

**Property Valuation**

*For Information*

Presenter: James Ward, CEO

**19:28**

**6.4**

**Intra Group Agreement (WSHA and The Whiteinch Centre)**

*For Approval*

Presenter: James Ward, CEO

**19:28**

**6.5**

**TWC Memo & Articles**

*For Approval*

Presenter: James Ward, CEO

**19:28**

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| --- | --- | --- |
| **7.0** | **CEO Update Report**  *For Information* | **19:28 (8m)** |
|  | Presenter: James Ward, CEO |  |
| **8.0** | **Rent Consultation**  *For Approval* | **19:36 (8m)** |

Presenter: James Ward, CEO

*Approval of the 5.5% Rent Increase was granted by the WSHA Committee remotely on the 18.12.25.*

*This should be formally recognised and minuted within the record of the meeting on the 29.01.25.*

**9.0 Corporate Services Report 19:44 (8m)**

*For Information*

Presenter: Peter Latham, Director of Corporate Services

**9.1**

**Anti–Harassment Policy**

*For Approval*

Presenter: Peter Latham, Director of Corporate Services

**19:52**

**9.2**

**Entitlements, Payments and Benefits Policy**

*For Approval*

Presenter: Peter Latham, Director of Corporate Services

**19:52**

**9.3**

**Role Descriptions (Governing Board Members)**

*For Approval*

Presenter: Peter Latham, Director of Corporate Services

**19:52**

**9.4**

**Scheme of Delegated Authority**

*For Approval*

Presenter: Peter Latham, Director of Corporate Services

**19:52**

**10.0 Management Accounts Q3 – 2024-25 19:52 (10m)**

*For Information*

Presenter: Andrew Reid, Director of Finance & ICT

**10.1**

**Management Accounts at 31.12.2024, Treasury Management Schedule & Covenant Compliance Schedule**

*For Information*

Presenter: Andrew Reid, Director of Finance & ICT

**20:02**

**11.0 Property Services Report 20:02 (8m)**

## For Approval

Presenter: Robert Clegg, Director of Property Services

**11.1**

**Fire Safety Management Policy**

## For Approval

Presenter: Robert Clegg, Director of Property Services

**20:10**

**11.2**

**Damp, Mould and Condensation Policy**

## For Approval

Presenter: Robert Clegg, Director of Property Services

**20:10**

**11.3**

**Reactive Maintenance Procurement Report**

## For Approval

Presenter: Robert Clegg, Director of Property Services

**20:10**

***Reports***

# 12.0 Pensions Update 20:10 (10m)

## For Information

Presenter: Andrew Reid, Director of Finance & ICT

***Closing***

# Any Other Business 20:20 (5m)

## For Information

Presenter: Linda Stevenson, Chair

# Date and Time of Next Meeting 20:25 (1m)

## For Information

Wednesday 26th February 2025 @ 7pm