

**MINUTE OF GWHA MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY 7 SEPTEMBER 2021  
AT 6:00 PM, HYBRID MEETING VIA VIDEO CONFERENCE AND IN GWHA OFFICES, 5 ROYAL CRESCENT,  
GLASGOW**

**PRESENT:**

Anila Ali  
Steve Bruce  
Anne Campbell<sup>2</sup>  
Issie Gracie  
Nina MacNeill  
Joginder Makar  
Amy Robertson  
Billy Robertson  
Yushin Toda (Chair)

**ATTENDING:**

Elaine Travers, Chief Executive  
Iain Nicholl, Corporate Director<sup>1</sup>  
Jen Barrow, Services Director  
Daniel Wedge, Technical Director

**APOLOGIES:**

Nicola Adams

**LEAVE OF ABSENCE:**

Joe Heaney

**OBSERVERS:**

**WELCOME**

- 1.0** The Chief Executive welcomed Members to the meeting, and, with reference to the recent MC Memo, reported that the Chairperson was on leave of absence, and that nominations were sought for the Office Bearer position of Vice Chair following S Mosedale's recent resignation. N MacNeill proposed Y Toda, and this was seconded by J Makar. A Campbell proposed B Robertson. With the support of MC Members, and no other nominations, Y Toda was duly elected Vice Chair.

Y Toda proceeded to chair the meeting, noting apologies, and confirming the order of business. The general interests of Tenant Members, and GWEn service users, along with the specific interests of E Travers and A Ali<sup>3</sup> as GWEn Board Members were noted. Members were mindful of their responsibilities as Trustees, accordingly, the Secretary confirmed it was appropriate that Members did not withdraw from the meeting. In line with Rule 36 Members agreed to extend the duration of the meeting by 30 minutes, to facilitate discussion of critical business.

**CORPORATE**

**2.0 Minutes**

**2.1 Management Committee Meeting: 24 August 2021**

**2.1.1 Adoption of Minute**

The minute of the meeting was unanimously accepted as a correct record, without amendment; proposed by N MacNeill and seconded by S Bruce.

**2.1.2 Matters Arising**

**Item 3.11 Community Award Ratification**

Members noted from Report v1 that Catherine Ryan had been selected from five strong nominees, as the worthy winner of the 2021 Jim Michael Award. Catherine's efforts in promoting GWHA, in the process of developing a bio diverse family friendly urban garden, was commended by Members.

**5.0 AOUB Service Reinstatement Timeline**

Report No. 1 was considered in the context of Members' general thoughts, and personal experiences; with

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<sup>1</sup> Items 1.0-3.6

<sup>2</sup> Items 1.0-4.5

<sup>3</sup> pending

a phased return (from 27/09/21) towards full service reinstatement agreed to be appropriate and proportionate; and subject to ongoing monitoring and review of Government guidance and H&S risk mitigation measures.

## 2.2 MC Action Plan Compliance

Report No. 2 was considered and progress and compliance noted. Members were reminded to return the H&S and Code of Conduct Declarations as soon as possible.

## 3.0 Governance

### 3.1 Execution Of Documents

There were none.

### 3.2 Membership Applications

There were none.

### 3.3 Registers: Compliance Reporting

Report No. 3 was considered, and the update against NE 1003649 at Appendix 1a was noted, and reference to Agenda item 5.1 (SHQS) acknowledged. Members were mindful of confidentiality in respect to NE 22287, noting that an independent investigation was underway with a view to further reporting and recommendation to the MC Meeting 21/09/21. A detailed update was then provided on NE 1004349 with reference to Appendix 1b: from which Members noted progress with the project development, fire risk assessments and governance matters; and report of SHR deferment of regulatory review meeting pending the outcome of NE 22287 investigation. Continuing with NE 1004349, the legal advice to defer the decision on an insurance claim pending counsel opinion was accepted; and the revised risk schedule and action plan were accepted subject to an amended date<sup>4</sup>. Moving on to NE 22240, Members considered the options outlined in Appendix 1c for improving the overall building security and incident response; delegating authority to the CEO, subject to homeowner consent, for procurement and contract award for enhanced CCTV (option 2) and DES maglock, and agreeing referral back to the MC in the event the required unanimous consent is not achieved.

There were no EPBs, SAR, FOI or EIRs to report; and scrutiny of the H&S register (non-NEs) was remitted, as agreed MC 24/08/21, to the ASC and SSC as appropriate.

### 3.4 MC Members guide (handbook)

Members considered Report No 5, welcoming the revised Handbook as a comprehensive reference source for Members.

### 3.5 SHR Assurance Statements: Systems Audit Report

Members noted resource impact from NE 22287, with systems audit report on the Assurance Statement evidence now expected for discussion at MC Meeting 21/09/21.

### 3.6 **SENSITIVE DATA**

## SERVICES

### 4.0 Services

#### 4.1 Equalities and Human Rights Strategy

Members considered Report No. 8, acknowledging the revised Strategy as providing robust principles for underpinning all services and activities. There was discussion around the challenges of assessing equality of outcome versus equality of opportunity, with confirmation of some capacity for evaluation and reporting from feedback measures and bench-marking across equalities characteristics. Members

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<sup>4</sup> Table B, line 1b Last Report 15/06/21 and Next Report 21/09/21

commended and approved the Strategy and accompanying Plans and PIs, in the context of the compliance and risk assessments, and subject to clarification of terminology. Members validated the decision to press ahead with the Strategy review using the draft SFHA/SHR guidance as the reference point, given the delays in publication of the final guidance; and with provision for a compliance assessment in 2022/23 against the final guidance; and likewise the anticipated guidance on a human rights approach to housing.

#### 4.2 Annual Gas Servicing Policy

Members considered Report No 9, approving the revised, comprehensive AGS Policy and accompanying PIs and initiatives, in the context of the compliance, risk and equalities impact assessments, and with reference to the systems audit “*full assurance*”.

#### 4.3 Stage III Medical Adaptations Policy [amendment<sup>5</sup>]

Report No 10 was considered, and the amended Stage III policy approved. Whilst welcoming the clarification provided through legislation, and reassured of GWHA/GWEn’s endeavours to obtain approval, a Member was nonetheless disapproving that a resident could impede the installation of a medically required adaptation within the common areas.

#### 4.4 Funding compliance

Members considered Report No. 11, noting full compliance with the funding award criteria; and acknowledging top up funding and receipt of retention monies.

#### 4.5 Afghan Refugees in Glasgow

Members considered Report No.12, and, mindful of the earlier discussions around Equalities and Human Rights, agreed that it was entirely appropriate for GWHA to contribute to the City’s strategy. A member’s concerns at the limited opportunities for rehousing from the housing and internal transfer lists was noted for discussion when 2022/23 PIs are being set.

### 5.0 Technical

#### 5.1 SHQS Performance Update

Members considered Report No. 13, noting in particular the impact of the prevailing market conditions and external influences on the progression of projects, and the associated risks to regulatory compliance, as reported to the SHR under NE 1003649. Members agreed it would be prudent to reflect on this in the preparation of the Annual Assurance Statement 2021.

#### 5.2 Procurement Delivery Plan (PDP) Update

Members considered Report No. 14 in conjunction with the accompanying presentation, noting progress and challenges, and discussing risks and recovery actions. Consistent with item 5.1 Members agreed it would be prudent to reflect on the impact of the prevailing market conditions and external influences on the progression of projects, in the preparation of the Annual Assurance Statement 2021.

#### 5.3 Total Homes Pilot Review

Report No. 15 was considered. Members noted the positive findings of the *Total Homes* “Pilot” initiative; and in the context of the outlined risk based options evaluation, approved continued partnership working for bulky waste collection and fly tipping mitigation, in accordance with the *specialist*<sup>6</sup> direct award provision of the procurement strategy, and regulatory requirements; and with approval of the associated budget projections and outlined performance drivers.

#### 5.4 Good Close Garden Awards

Report No. 16 was considered. Members unanimously agreed with the recommendations of the GCGC<sup>7</sup> judging panel, and approved continuation of the existing policy criteria and awards.

<sup>5</sup> Amendment to policy approved MC 10/11/2020

<sup>6</sup> Total Homes are a Social Enterprise body, specialist in circular waste economy, and incumbent contractor following pilot.

<sup>7</sup> Good Close / Garden Competition

## **OTHER BUSINESS**

### **6.0 Any Other Urgent Business**

There was none

### **7.0 Items For Future Agendas**

EESSH 2 Impact Evaluation c/f to 21/09/21

Telecoms Mast – Lease Review Update

### **8.0 Date Of Next Meeting**

Tuesday, 21 September 2021

## **CLOSE**