MINUTE OF GWHA MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY 16 JUNE 2026 AT 6:00 PM, HYBRID MEETING VIA VIDEO CONFERENCE AND IN GWHA OFFICES, 5 ROYAL CRESCENT, GLASGOW

PRESENT:
Nicola Adams
Anila Ali[1]
Surjit Chowdhary[1,2]
Rowan Evenstar[1]
Issie Gracie (Chairperson)
Nina MacNeill
Joginder Makar
Billy Robertson
Yushin Toda
Ekpe Ukpe

ATTENDING:
Elaine Travers, Chief Executive
Mhairi Maguire, Governance & HR Director
Daniel Wedge, Technical Director[3]
Kirsty McKay, Finance & IT Director

APOLOGIES:
Amy Callan

LEAVE OF ABSENCE:
Debbie van Pomeren Reilly

OBSERVERS:
None

WELCOME

1.0 The Chairperson noted apologies, introduced and welcomed MCMs to the meeting, and confirmed the order of business. The general interests of Tenant Members, and GWEn service users, along with the specific interests of E Travers, A Ali and B Robertson 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, the Secretary confirmed it was appropriate that Members did not withdraw from the meeting.

Members received a draft copy of the final audited accounts and agreed to reconvene on 17/06/26 for presentation by Kevin Booth, TC Group Alexander Sloan external auditors.

CORPORATE

2.0 Minutes

2.1 Management Committee Meeting: 19 May 2026

2.1.1 Adoption of Minute
The minute of the meeting was unanimously accepted as a correct record, without amendment; proposed by B Robertson and seconded by J Makar.

2.1.2 Matters Arising
Item 4.1 ARC EOY performance report / Systems Audit
MCMs endorsed the non-material revisions as noted in Report P1, including the recalculation of complaints, right-first time, and dampness and mould performance (and the aligned commentary amendments), all in compliance with the ARC technical guidance.

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[1] On-line
[2] 7pm – items 4.0-8.0
[3] Items 1.0-2.2 and 3.3

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2.2 Audit Sub Committee Meeting: 2 June 2026

2.2.1 Adoption of Minute

The minute of the meeting was unanimously accepted as a correct record, without amendment; proposed by E Ukpe and seconded by B Robertson.

2.2.2 Matters Arising:

Item 3.4 Landlord Safety Manual: playparks

Following risk review, and consideration of ongoing inspection and maintenance costs, it was confirmed that GWHA (via delegated authority to the CEO) would absorb the full cost of removing the play equipment (GWHA 87.5%; Homeowners 13.5%), subject to compliance with the Deeds, and a review of the works cost.

Item 5.1 Relationship Agreements Compliance (letter of variation)

MCMs considered Report No. 1, approving the amendments to the Relationship Agreements as outlined in the letter of variation, and as supported by the GWEn Board and ASC.

2.3 MC Action Plan Compliance

Report No.3 was considered and progress and compliance acknowledged.

3.0 Governance

3.1 Execution Of Documents

3.1.1 GWHA/GWEn letter of variation and Data Sharing Agreement signed by I Gracie (GWHA Chairperson) and B Robertson (GWEn Chairperson); (ref GWEn Board 21/05/26 and ASC meeting 02/06/26).

3.1.2 Internal Financial Controls compliance (ref: ASC 02/06/26) and Rule 68 compliance (ref: MC meeting 16/06/26) signed by N MacNeill (GWHA Secretary).

3.2 Registers: Compliance Reporting

MCMs considered Report No.4, noting recent recording in the Registers.

3.3 Health and Safety Compliance (EOY)

MCMs considered Report No.5, noting performance, and acknowledging risk informed responses and actions, in the context of member's statutory responsibility for H&S. The proposed alternative format for PI reporting was approved; subject to scope for including commentary where required, and for distinguishing between regulatory and inhouse PIs. The importance of ensuring the delivery of adequate and timely H&S training for staff was emphasised, and there was an expectation that MCMs would be kept informed in this regard. The context to the deferment of the external ACS audit was confirmed in response to MCM query, with preference for a maximum 3-year review period.

3.4 Governance Strategy Compliance:

MCMs considered Report No. 6, noting strong PI compliance and actions in the context of another challenging year. The deferment of the EPB Policy review to align with the issue of the revised SFHA guidance (and recent MCM training) was acknowledged; the existing PIs for 2026/27 were retained; and the concerted efforts to issue papers one week in advance of meetings was welcomed. In response to MCM queries it was confirmed that promotion of share membership is principally contained to the website, tenancy sign-ups and GWHA events (rather than externally) and that the variance from the PI (newsletter article) was an administrative oversight.

3.4.1 Entitlements, Payments and Benefits Policy review

Report No.7 was considered and the revised policy and PIs were approved in the context of risk, compliance and equalities impact. Widening the policy to explicitly reference GWEn Board Members, and to reflect public procurement legislation; updated thresholds for gifts and hospitality; and amended approval process for the granting of tenancies; were all supported by MCMs.

3.4.2 EPB Register EOY Report

MCMs considered Report No 8, noting one new entry in the period; and acknowledging controls (including the addition of recording for GWEn Board Members) and annual review to ensure the Register remains current and compliant with regulatory requirements.

3.4.3 Declarations of Interest Register EOY report

MCMs considered Report No.9, noting controls (including the addition of recording for GWEn Board Members) and annual reviews in compliance with regulatory requirements.

3.5 SSC Compliance Report (EOY)

Report No.10 was considered and full compliance against the SSC plan for 2025-26 commended.

3.6 Code of Governance Rule 68 Compliance

MCMs considered Report No. 11, noting full compliance with Rule 68, as confirmed by the Governance Director and verified by the Secretary on 16/06/26. Performance and progress against the actions identified in the systems audits of the Regulatory Standards and the Rules were noted, with confirmation of ongoing reporting to the Audit Sub-Committee to conclusion.

3.7 Corporate Year End Compliance

MCMs considered Report No. 12, noting strong performance overall; and agreement to retain the existing PIs for the forthcoming year.

3.8 SHR Regulatory Engagement Plan Compliance

Report No.13 was considered and compliance with the 2025/26 Engagement Plan confirmed.

3.9 Committee Plan: Performance 25/26 & 26/27 Draft

Report No. 14 was considered, with MCMs noting excellent progress and performance against the 2025/26 plans, mindful of a heavy committee schedule. The draft plans and PIs for 2026/27, including training plans (and carry forward items) were approved in principle, subject to confirmation at the MC meeting 25/08/26. An earlier start (5.15pm) for the pre-MC inhouse training sessions was agreed.

3.10 Community Award Ratification

Verbal Report No. 15 was presented, with MCMs in agreement that all three nominations were worthy of recognition this year. In response to a MCM query it was confirmed that the award is regularly promoted via the newsletter, GWHA events, website and social media.

4.0 Finance

4.1 Loan Portfolio Return

MCMs considered the summary extract from the loan portfolio return at Report No. 15, alongside the full document as presented. Loan balances and interest paid at 31/03/26 were noted and the low number (<10% of total stock) of encumbered units for the purposes of loan security was acknowledged. MCMs approved the return for submission to the SHR within the 30/06/26 regulatory requirement.

4.2 Annual Accounts: Adoption

A copy of the draft accounts and management letter were circulated for MCM review in preparation for reconvening 17/06/26. MCMs welcomed the report of a healthy balance sheet and noted reasons for the adjustments. The unmodified audit opinion on the financial statements, and closure of the recommendations from previous audits was noted, and, in response to an MCM query on current controls, it was confirmed that additional measures would be introduced to formally document the monthly rent reconciliations.

4.3 Debt Recovery Report

MCMs considered Report No.17, noting status and performance of former tenant and rechargeable repairs debts, and approving continuation of existing PIs for 2026/27. Whilst accepting the recommended write-off of former tenant arrears in the sum of £47,662.58 (including an unprocessed amount of £33,823.95 approved by the MC 17/06/25), MCMs were nonetheless concerned at the substantial sums involved. There was discussion around the potential reasons for the debts, and the challenges in recovery of these sums (and the associated legal costs) generally due to the limited assets of the debtors. MCMs were assured that robust rent collection measures are in place to optimise the chances of recovery (whilst tenancies are live); and there was note to the plans afoot for the reintroduction of the rechargeable repairs policy.

4.4 Anti-Money Laundering Policy
Report No.18 was considered and the Anti-Money Laundering Policy was approved; setting out the association's approach to preventing, detecting and reporting suspected money laundering activity; and confirming proportionate controls across five key areas: operational procedures, staff training and awareness; appointment of a Money Laundering Nominated Officer; identify checking and due diligence; and accurate secure record keeping.

4.5 Five Year Financial Projections
Report No.19 was considered and the slightly improved cash position (from MC reporting 28/04/26) was acknowledged.

SERVICES

5.0 Technical

5.1 Good Close Garden: Panel Evaluation 12/08/26 (volunteers)[4]
I Gracie encouraged MCMs to consider participating in the Good Close/Garden judging panel, noting the review of arrangements following last year's evaluation. E Ukpe volunteered, with other MCMs to confirm availability.

5.2 G3 Growers: Summer Open day event: date TBC
MCMs noted discussions ongoing with the G3 Growers.

OTHER BUSINESS

6.0 Any Other Urgent Business

6.1 Timeline
In response to MCM query it was confirmed that a draft updated document is well advanced, pending CE review.

7.0 Items For Future Agendas

7.1 MC Training (E-Learning): Aug 26
Governance Strategy Compliance: Notifiable Events Policy: Aug 26
Programme Agreement: Aug 26

8.0 Date Of Next Meeting

Pre AGM MC 25 Jun 2026 5.15pm
Post AGM MC 25 Jun 2026 7.00pm

CLOSE

[4] Reflecting

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