

MINUTES OF THE 529TH MANAGEMENT COMMITTEE MEETING OF WILLIAMSBURGH HOUSING ASSOCIATION, HELD ON WEDNESDAY, 29TH JUNE 2022 AT 6.00PM (HYBRID).

PRESENT:

| | |
|------------------|-------------|
| S. James | Chairperson |
| T. Thomson | |
| A. Ballantine | |
| J. Scott | |
| E. McDermott | |
| Clr. M. MacLaren | |
| J. Kerr | |
| C. Green | |
| Y. Robbie | |

IN ATTENDANCE:

| | |
|-------------|--------------------------------------|
| J. Grant | CEO |
| L. Ferrie | Head of Housing |
| L. Ramsay | Head of Finance & Corporate Services |
| O. McMillan | Maintenance Manager |

OBSERVER:

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1. (a) Apologies

Apologies were received from M. Symons (Committee member) and C. Henry (Observer).

(b) Declarations of Interest

J. Scott advised of a conflict of interest for item 4 regarding Williamsburgh Property Services (W.P.S.) and he would not involve himself in that discussion point.

L. Ramsay, L. Ferrie, O. McMillan and ██████████ reported that they would leave the meeting whilst Committee discussed ██████████

2. (a) Minutes of Management Committee Meeting: 25.05.22 (No.528)

The minutes of the Management Committee meeting held on Wednesday, 25th May 2022 (No.528) were proposed correct, on a motion proposed by T. Thomson and seconded by A. Ballantine.

(b) Matters Arising

There were no matters arising.

3. Policy Review Programme

L. Ferrie presented the report. She outlined the new Domestic Abuse Policy which aims to improve overall safety and wellbeing by recognising that domestic abuse is a serious crime which has an adverse impact on the health of individuals, families and communities. She outlined revisions to the Abandonment Policy to incorporate changes in legislative interpretation. She explained changes made to the Neighbour Disputes and Antisocial Behaviour Policy, highlighting a range of improvements in communication, resolution targets and incorporating the new domestic abuse policy. Finally, she outlined changes to the Estate Management Policy, again incorporating legislative changes.

A member noted the positive use of tenant consultation as part of the reviews and asked whether staff had been consulted. L. Ferrie advised that staff involved in the service delivery were part of the review process.

A member noted that it was positive to see a focus on tackling the significant impacts of domestic abuse on tenants and whether the policy would cover staff. L. Ferrie advised that this policy was just for tenants and that Human Resource policies covered domestic abuse considerations for staff.

The policies were approved, proposed by J. Scott, seconded by S. James.

4. Governance Structure Review

J. Grant presented the report and delivered a presentation outlining the status, scope and goals for the review and key issues to consider. He further explained that the SMT had developed 3 options for consideration, with a recommendation of a strategic Board and two Sub-Committees. A proposed timetable for frequency of meetings and the remits of the Board and Sub-Committees was also explained. Further, he explained that the review of W.P.S. and the group structure was progressing well with a recommendation that the subsidiary is wound down and the factoring service operated directly by the Association.

Several members noted that the recommended option was positive but asked whether New build and Climate Change should be considered for a separate Sub-Committee. J. Grant advised that this had been considered but it was felt that the Board should receive direct assurance on the New build Programme and the Asset Strategy (including Climate Change) due to the strategic risk inherent in these functions. He further advised that the Operations Sub-Committee would provide an opportunity for members to scrutinise performance on the delivery of asset and Climate Change investment.

4. Governance Structure Review Contd.

A member noted agreement with the proposal to return control of the Factoring Service to W.H.A. from W.P.S. and that the subsidiary should be kept dormant so that it could be re-activated in future, if required. J. Grant advised that this was the preferred approach and allowed for new service options, that could not legally be delivered by W.H.A., to be explored in the future.

A member noted agreement with the recommended option and that New Build should be firmly within the Board's remit due to the strategic risk. The member also asked that the title of the Corporate Sub-Committee be reviewed to include HR. J. Grant advised that the titles were provisional and will be changed.

A member noted agreement with the recommended option and asked whether the Sub-Committees should meet 6 times per year, rather than the recommended 4 times. J. Grant advised that the quarterly meetings are designed to align with the quarterly performance reporting arrangements in place.

The recommendations were approved, proposed by S. James, seconded by E. McDermott.

5. Human Resources

J. Grant presented the report and updated on progress with recruitment.

The Committee noted this report.

6. Community Regeneration Strategy Update

J. Grant presented the report and provided an update on progress made with delivery of the Association's Community Regeneration Strategy. This highlighted positive progress on a wide range of projects, with several significant funding applications pending and work with a range of partner organisations.

A member welcomed the report and thanked staff for the progress being made. Other members also expressed positive comments on the work being done on Community Regeneration.

The Committee noted this report.

7. Five Year Financial Projections (FYFP)

L. Ramsay presented the report, noting that the SHR had requested a single amendment be made to the return, following recent confirmation (from TPT) that the SHAPS Past Deficit payments will cease in September 2022 and not March 2025 as we had forecast.

The Committee approved the revised FYFP, proposed by J. Scott, seconded by M. MacLaren.

8. Chief Executives Report

J. Grant presented the report, noting the positive results from the pilot hybrid working arrangements and that these will be confirmed in a new policy for future Committee consideration. [REDACTED]

[REDACTED]. The recent availability of premises at Violet House was noted and that indicative costings for renovations and purchase are being acquired to determine whether a business case to purchase exists.

A member asked whether the office space could be used for a community facility. J. Grant advised that it was too early to confirm this.

A member asked whether the Community Flat could be switched back to rental if a new community facility was available at Violet House. J. Grant advised that it was a low demand property and would probably still be required for community use.

L. Ramsay advised that the TPT Employer Committee are consulting on contribution rates for Defined Benefit pension schemes. This was unexpected and has a very short timescale for response. L. Ramsay explained the rationale for the recommended consultation response and that, due to the potential for a further increase in contribution rates from April 2023, that a short life pensions working group be established to review the implications and determine our future position.

A member noted that the situation was unfortunate, particularly following the recent changes made to the Association's pensions provision in 2021, and that it was important that staff were consulted, as early as practicable. J. Grant advised that staff consultation was very important, and the tight timescale meant that the working group would need to consider several competing elements and some uncertainty before reaching a decision.

The Committee approved the consultation response and the establishment of a short life pensions working group, proposed by S. James, seconded by J. Scott.

9. Barnardo's Threads

L. Ferrie presented the report and advised that Barnardo's Threads, a tenancy support service for young mothers, was seeking 3 W.H.A. properties to use as part of its service provision in Renfrewshire. This is considered a positive project that supports our local community.

Several members noted that this was a great project and welcomed the opportunity to support it. A member asked if more properties could be provided. L Ferrie advised that the project would be evaluated after 12 months and a decision on future provision would be made at that point.

The Committee approved recommendation, proposed by C. Green, seconded by A. Ballantine.

10. Any Other Business

L. Ferrie, O. McMillan, L. Ramsay and [REDACTED] left the meeting for this item.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

J. Grant advised that a Committee stock tour had been arranged for 17th August 2022 and for members to respond to L. Adie to firm up numbers.

O. McMillan advised that the repairs contract would be novating to Saltire Facilities Management Ltd. and that this does not alter contracted service standards or agreed pricing.

11. Date and Time of Next Meeting

S. James thanked everyone for their attendance and advised that the next scheduled meeting of Williamsburgh Housing Association's Management Committee would be held on **Wednesday, 27th July 2022.**

CHAIRPERSON:

DATE: