



**Minutes of GHG Board Meeting
held on Thursday 27 April 2023 at 6pm**

PRESENT:

Mr G Maguire, Chair
Mr C Quigley, Vice Chair
Mr Z Khan, Member
Ms A Fraser, Member
Ms A Williamson, Member
Ms A Connelly, Member
Ms F Cochran, Co-optee
Ms S Dingwall, Co-optee

IN ATTENDANCE:

Ms F McTaggart, CEO
Ms C Quinn, Director of Corporate Services/Deputy CEO
Ms KA Wallace, Director of Customer Services
Ms N Salmon, Corporate Services/HR Team Leader
Ms L Edwards, Development Consultant

1.0 Apologies

1.1 The Chair advised that Mr S McLachlan has submitted his apologies. Ms K Russell is on a leave of absence.

2.0 Declarations of Interest, Gifts and Hospitality

2.1 Mr C Quigley declared that he is a Director of the Home Team Board.

2.2 There were no declarations of gifts and hospitality.

3.0 Declaration of Receipt and Understanding

3.1 Members confirmed receipt and understanding of their papers.

4.0 Minutes for Approval and Information

4.1 Minutes of Special Management Committee Meeting 30 March 2023

4.1.1 Minutes of Special Management Committee Meeting held on 30 March 2023 were approved by Ms A Williamson and seconded by Mr C Quigley as a true reflection of the meeting.

4.2 Matters Arising

4.2.1 There were no matters arising.

4.3 Draft Minutes of Management Committee Meeting 30 March 2023

4.3.1 The minutes of the Management Committee meeting held on 30 March 2023 were approved by Mr Z Khan and seconded by Mr C Quigley as a true reflection of the meeting.

4.4 Matters Arising

4.4.1 There were no matters arising.

Discussion points:

Action notes:

For redaction:

5.0 Reports for Decision/Approval

5.1 Water Row Phase 1 - Update Report

5.1.1 The Development Consultant presented the Water Row Phase 1 Update Report including KPI's at Appendix 1 and Risk Register at Appendix 2.

5.1.2 The Development Consultant highlighted the following areas in the report:

- a) Redacted for confidentiality purposes.
- b) Community benefits as mentioned in section 10 of the report noting that 4 people from the Govan postcode area have applied for the CCG apprenticeship programme;
- c) All parties are meeting their performance targets as noted in section 15 and Appendix 1 of the report;

- d) No new risks have been identified in the last month however, regular review of the risk register is continuing as mentioned in section 25 of the report;
- e) Site visit by Members of the GHG Board is taking place on Friday 28 April 2023. A date for a further site visit will be agreed in due course and those Members who wish to attend and do not have safety footwear should inform Corporate Services of their shoe size so that appropriate footwear can be purchased prior to the visit.

Discussion points:

Action notes:

Following discussion Members noted and approved the Water Row Phase 1 - Update Report

For redaction:

5.1.2.a

5.2 Water Row Phase 1 - Non-Residential Units

- 5.2.1 The Development Consultant presented the Water Row Phase 1 Non Residential Units report and advised the Board that the Association has not formally marketed the 6 non residential units at the Water Row site. However, there has been interest generated from the build.
- 5.2.2 The Development Consultant advised that the Association has been approached by some organisations interested in the units.
- 5.2.3 Redacted for confidentiality purposes.
- 5.2.4 The Development Consultant advised that there is one application outstanding in relation to fit out costs and if this was unsuccessful then tenants will be responsible for their own fit out costs.
- 5.2.5 The CEO recommended that potential tenants should sign a minimum lease of 5 years and Members agreed.
- 5.2.6 The Development Consultant suggested that units 3, 4 and 6 be formally marketed to establish further interest and the Board agreed; the CEO stated that this will be completed by the Customer Services Team.

Discussion points:

- 1. A Member asked if the commercial units have access to the bin store. The Development Consultant advised that this information will be in the bin strategy and she would update the Board at the next meeting.

Action notes:

Following discussion, Members noted and approved the Water Row Phase 1 - Non-Residential Units report and agreed:

- a. Redacted for confidentiality purposes;
- b. Redacted for confidentiality purposes;
- c. To formally market units 3, 4 and 6.

For redaction:

5.2.3 and action note a and b

5.3 Strategy and Development Funding Plan 2023/24- 2027/28

5.3.1 The Development Consultant presented the Strategy and Development Funding Plan 2023/24- 2027/2028 and advised that the Association is invited to submit a funding bid on an annual basis for Glasgow City Council (GCC) to consider what they need to include in their housing investment programme.

5.3.2 The Development Consultant advised that the funding bid is typically aspirational and funds are not necessarily required straight away.

5.3.3 Redacted for confidentiality purposes.

5.3.4 Redacted for confidentiality purposes.

5.3.5 The CEO advised that the inclusion of the later phases of Water Row will ensure that the Association has the option to develop and also ensures that the site is not lost to other RSL's interested in developing in the area.

Discussion points:

1. Redacted for confidentiality purposes.

Action notes:

Following discussion, Members noted and approved Strategy and Development Funding Plan 2023/24 - 2027/28 report

For redaction:

5.3.3, 5.3.4 and discussion points

At this point the Development Consultant left the meeting.

5.4 Governance Report

5.4.1 The Director of Corporate Services/Deputy CEO presented the monthly Governance report in depth and highlighted the following areas in the report:

- a) Notifiable events as described in section 4 of the report noting that there are no new notifiable events;

- b) Complaints as mentioned in section 5 of the report noting that there are no new live complaints with SPSO;
- c) Training as detailed in section 7 of the report, noting that the table of governing body training will be updated each month for monitoring purposes;
- d) Committee attendance as detailed in section 8 of the report, noting that attendance is currently meeting or exceeding the target of 80%;
- e) Health and Safety update as included in section 9 of the report noting that the next meeting of the Health and Safety Working Group is scheduled for 11 May 2023;
- f) Redacted for confidentiality purposes;
- g) Annual Assurance Statement (AAS) as described in section 11 of the report noting that the meeting of the working group to review the AAS evidence scheduled for 24 April 2023 was cancelled due to unavailability of Members, the meeting will be rescheduled in due course;
- h) Redacted for confidentiality purposes;
- i) Other governance matters as indicated in section 14 of the report noting:
 - 1) Protests at the home of the CEO of Queens Cross;
 - 2) The SHR Regulatory Status report;

The Director of Corporate Services/Deputy CEO advised that since the Governance Report was published, the SHR has agreed its strategy and work plan for 2023/24 and paper copies are available for Members to view following the meeting.

In addition, the Director of Corporate Services/Deputy CEO advised that an update has been received from SHAPS to confirm that contribution levels will not be increasing.

- j) Tenant Service Improvement Group (TSIG) as mentioned in section 16 of the report. The new TSIG will be meeting on 2 May 2023 and has been asked to review the Strategic Map. An annual programme is being developed so that the group will be informed of documents/information to be reviewed each year.

Discussion points:

Action notes:

Following discussion Members noted and approved the Monthly Governance Report and approved the recommendations at section 2 of the report.

For redaction:

5.4.1.f, 5.4.1.h

5.5 Policy Report

5.5.1 The Director of Customer Services presented the Policy report and noted amendments to the following existing policies:

- 1) Decoration Allowances and Tenant Compensation for Improvements Policy;
- 2) Antisocial Behaviour Policy.

Discussion points:

1. Benchmarking exercise regarding decoration allowances;
2. Tenants expectations regarding decoration allowances;
3. Lifestyle choices.

Action notes:

Following discussion, the Board noted the Policy report and approved the recommendations at section 2 of the report.

For redaction:

5.6 Customer Service Report

5.6.1 The Director of Customer Services presented the Monthly Customer Services report and highlighted the following areas of the report:

- a) Cyclical compliance as detailed in section 5.1 of the report noting that the programme is on target. Golspie Street cladding is not yet included in the cyclical compliance report as this issue currently sits with the Scottish Government;
- b) Last Mile / Govan Road update as described in section 4.2 of the report noting that Crudens have accepted liability however the Association is still waiting for the letter of acceptance of liability;
- c) Changes to reactive repairs categories and priorities as detailed in section 4.3 of the report noting the background and reasons for the changes, the impact for the customer, the proposed new repair priorities and the change in terminology. Training has been delivered to Housing Association and Home Team staff and open days will be held over the summer to discuss repairs with both the Home Team and customers;
- d) Anti-social behaviour at Shaw Street/Central Govan as described in detail in section 8.1 of the report noting that the Govan Youth Information Project (GYIP) report at Appendix 8 for the street work sessions commissioned by the Association will be fed in to the multi agency review process;

- e) Redacted for confidentiality purposes:
- f) GCC annual Section 5 letting target request as mentioned in section 11 of the report noting that GCC have requested the target be increased from 25 to 60%. It is proposed that the Association respond to advise that additional time is required to review our sustainability figures and last year activity before responding to the request. The Board unanimously agreed.

The CEO stated that as well as meeting the current target of 25%, the Association works with several partners in letting to section 5 referrals and if this was included, the Association would exceed 25%.

Discussion points:

Action notes:

1. Following discussion, Members noted the Customer Service Report and approved:
 - a. redacted for confidentiality purposes;
 - b. redacted for confidentiality purposes;
 - c. the proposed response to GCC regarding section 5 referrals as detailed in section 5.6.1.f

For redaction:

5.6.1.e and action notes 1.a and 1.b

5.7 Year Budget Projections 2023-24 Adjusted

5.7.1 The CEO presented the Year Budget Projections 2023-24 Adjusted Report including the following Appendices:

- Appendix 1: Statement of Financial Position;
- Appendix 2: Statement of Comprehensive Income;
- Appendix 3: Office Overhead Breakdown;
- Appendix 4: Statement of Cash Flow.

5.7.2 The CEO advised that report details the changes requested from the previously agreed budget that was approved by the Board in March 2023.

5.7.3 The CEO advised the Board of the key budget adjustments as described in detail in section 4 of the report noting that main changes relate to:

- Cash Balance at March 2023
- Rathlin Street Roof
- 709 Govan Road roof issue
- AOV Repairs (Golspie Street)
- Residential Leases
- Sub-Contracting Costs (reactive maintenance)

5.7.4 Redacted for confidentiality purposes.

5.7.5 Redacted for confidentiality purposes.

Discussion points:

Action notes:

Following discussion, the Board noted and approved the Year Budget Projections 2023-24 Adjusted report.

For redaction:

5.7.4 and 5.7.5

5.8 Value for Money Report for UPVC Window Replacement Contract

5.8.1 Redacted for confidentiality purposes.

5.8.2 The CEO advised that approval is sought for the supply and installation of UPVC windows in Summertown Road which is outside the conservation area. The Board unanimously agreed.

Discussion points:

Action notes:

Following discussion, the Board noted the Value for Money Report for UPVC window replacement contract and approved the supply and installation of UPVC windows in Summertown Road.

For redaction:

5.8.1

6. Reports for Discussion/Information

6.1 HR Update 1 April 2022 to 31 March 2023

6.1.1 The Director of Corporate Services/Deputy CEO presented the HR Update 1 April to 31 March 2023 report and advised that the report is a general update regarding HR matters relating to the Association.

6.1.2 The Director of Corporate Services/Deputy CEO highlighted the following areas in the report:

- a) Recruitment as described in section 4.2 of the report noting that of the 2 vacancies in the last reporting period, one has been filled by internal promotion and the other is currently undergoing its 3rd recruitment campaign;
- b) Redacted for confidentiality purposes;

- c) Redacted for confidentiality purposes;
- d) Training as detailed in section 4.15 of the report noting the salary and staff costs for training events;
- e) Redacted for confidentiality purposes

Discussion points:

Action notes:

Following discussion, Committee noted HR Update 1 April 2022 to 31 March 2023.

For redaction:

6.1.2.b, 6.1.2.c, 6.1.2.e

6.2a SHR Regulation of Social Housing in Scotland Framework Document

6.2.1 Presented for information purposes only

6.2b Regulation Plans 2023-24

6.2b.1 The CEO that advised during the last staff meeting on 18 April 2023 she had presented information relating to which organisations the SHR were engaging with during 2023-24 so that staff understood the reasons for the engagement and how the process works.

6.2b.2 The CEO presented the same information to the Board highlighting the following areas:

- a) Regulatory Standards of Governance and Financial Management;
- b) RSL's with no regulation plans;
- c) Systemically important RSL's;
- d) RSL's with engagement plans during 2023/24;
- e) SHR visits to 11 RSL's in 2023/24.

6.2b.3 The CEO advised that this information will be of particular interest to the Recruitment Panel for the new CEO.

6.2b.4 The CEO advised that as the minutes from the Special Management Committee held on 30 March 2023 regarding the Strategic Options Appraisal and CEO recruitment has been approved, the minutes will be sent to the SHR as an update for the Association's engagement plan.

Discussion points:

Action notes:

Following discussion Members noted the SHR Regulation Plans 2023-24.

For redaction:

At the point the Chair advised that in relation to timing, the meeting will shortly exceed the standing orders and asked Members for approval to carry on the meeting. Members unanimously agreed.

7.0 Any Other Competent Business

7.1 The Chair advised that in light of the forthcoming changes in relation to a new CEO and new subsidiary, the Management Committee should move towards formally being known as the Govan Housing Group Board. The Chair explained the reasons for the change in title of the Governing Body following which Members unanimously agreed.

Discussion points:

Action notes:
Members unanimously approved the change in name of the Governing Body from Management Committee to Govan Housing Group Board.

For redaction:

At this point, staff were asked to leave the meeting.

8. Date of Next Meeting

8.1 The date of the next full Management Committee meeting is Wednesday 24 May 2023 at 6.00pm.

CHAIRPERSON'S SIGNATURE:



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