



DRAFT MINUTES OF THE MANAGEMENT COMMITTEE MEETING

HELD ON MONDAY 10 OCTOBER 2022 at 6.30p.m.

MEETING HELD IN THE COMMITTEE ROOM OF THE CO-OPERATIVE'S OFFICES

1. SEDERUNT

PRESENT: P. Waddell, D Barnes, A Cushingam, D. Miller, C. Harvey, C. Douglas, B. Hartness

IN ATTENDANCE:

K. Mollins – Interim Director;

Apologies: J Gracey, C. Cooper

Leave of absence: M. Davidson

2. MEETING OF THE MANAGEMENT COMMITTEE

a) 28 September 2022

i) Minute

The minutes of the Management Committee meeting on 28 September 2022 will be deferred to 26 October 2022.

3. DECLARATIONS OF INTEREST AND NOTIFIABLE EVENTS

It was noted that Committee and staff will declare an interest as follows:

Staff Members would leave the meeting for the confidential agenda item 6 as directed by the Chairperson.

Committee Members – no known interests to be declared.

The Interim Director advised Committee there were no notifiable events issued to the Scottish Housing Regulator since the last meeting in September 2022

4. ANNUAL ASSURANCE STATEMENT

The Interim Director presented the annual Assurance Statement 2022 (AAS 2022) and covered the following:

- Report – There was a covering report on the AAS 2022, which provided an overview of the guidance; the format of the AAS 2022 related to the Regulatory Framework, Regulatory Standards and the Social Housing Charter; which included key areas for further improvement i.e. tenant involvement in preparation and scrutiny of performance and equalities and gathering data to inform our work and services.
- Evidence Bank – This document detailed the evidence to provide assurance of the level of compliance against the:
 - Regulatory Framework
 - Regulatory Standards of Governance and Financial Management
 - Scottish Social Housing Charter
 - Legislative obligations and duties
- Action Plan – The Action Plan lists the key actions to further strengthen compliance and these have been categorised as low, medium and high priority with associated timescales for completion.
- Draft Assurance Statement - A draft Assurance Statement has been prepared, which confirms the Co-operative is compliant with the Regulatory Framework, Regulatory Standards, Social Housing Charter and Legal obligations. The Interim Director highlighted that the statement confirms the Co-operative is working towards compliance to collect equalities data.
- Examples of Non-Compliance – Appendix details examples of material non-compliance as outlined in the SFHA Tool Kit.

The Interim Director advised the Committee it is for them to decide on:

- i) whether they have the assurance the Co-operative is meeting the requirements of the AAS 2022; and
- ii) the position to inform the AAS 2022 statement, which would be issued to the Regulator and published to our tenants.

The Committee raised the following comments and queries in relation to the Annual Assurance Statement 2022.

- i. A Committee stated the AAS was a very comprehensive piece of work with an action plan to deliver improvement;
- ii. A Committee member referred to the Co-operative's legislative requirements and asked about progress on E.I.C.Rs. The Interim Director advised that these were up to date. There was discussion on gas servicing and maintenance, where members felt there was a poor service by Gas Sure. The Interim Director advised the Co-operative was fully compliant with gas servicing and he would discuss Committee's comments with the Maintenance Manager specifically for him to highlight performance and outcomes in his next quarterly report.

- iii. A Committee member asked about Standard AN3 and asked for the reason of limited / Reasonable Assurance. The Interim Director advised it was mainly related to the work on equalities and need to gather information, where other aspects of action plan for this standard were progressing well i.e. audits and policies.
- iv. There was discussion on standards within the Scottish Housing Quality Standard, specifically SHC2 and requirement to involve tenants in the preparation and scrutiny of performance. The Interim Director advised Committee that he was aware this was undertaken, but was unable to locate the evidence. He further stated that the Housing Manager will re-set the approach with the new Residents Panel, which was scheduled to meet in October 2022.
- v. A Committee member asked whether the Co-operative had a 'You said, We Did' feature in publications? The Interim Director advised this was in the recent Annual Report, although this was included in the action plan to include this in our performance and complaints sections of our newsletter / annual reports.
- vi. The Committee discussed the current rent position and a member asked whether we should note our concerns about the potential issues with the viability if there was a rent freeze in 2023-24. The Interim Director referred to information from GWSF and stated the Co-operative was viable and it was unclear on the Scottish Government's position for 2023-24
- vii. The discussion on the rent position included arrangements for the consultation. The Interim Director advised the Committee that the Co-operative would attend to the consultation as normal and a report would be presented to them in November 2022. It was noted that the Scottish Government will decide on any further rent restrictions for 2023-24 by 13 January 2024,

he Committee approved the Annual Assurance Statement and delegated the Chairperson to sign this off on their behalf, thereafter this would be issued to the Scottish Housing Regulator and published on the Co-operative's web-site.

15. A.O.C.B

There was no other business.

14. CONFIDENTIAL BUSINESS

There was no confidential business

16. DATE OF NEXT COMMITTEE MEETING

Management Committee - Wednesday 26 October 2022 at 6.30p.m. to be held in the Committee room in the Co-operative's office.