

**WELLHOUSE HOUSING ASSOCIATION MINUTES OF THE COMMITTEE MEETING OF  
THURSDAY 25 April 2019 AT 6PM AT THE ASSOCIATION'S OFFICE, THE HUB, 49  
WELLHOUSE CRESCENT GLASGOW G33 4LA**

It was noted that due to the meeting of 25<sup>th</sup> April 2019 not being quorate, approval and comments would be sought via email for items 6, 7, 11, 13 and 14 of the 25<sup>th</sup> April 2019 agenda. All other agenda items would carry over to the meeting of 30<sup>th</sup> May 2019.

**6. Shared Services (Confidential)**

This items was confidential and a separate minute applies.

**7. Internal Audit Reports**

The Corporate and Finance Manager asked committee to consider the findings from the two audits carried out as part of the previously agreed Internal Audit programme. The VFM – Estate Wardens Service and Connect Community Trust audit reports were discussed at the Audit & Risk committee on 14<sup>th</sup> February 2019 and a copy circulated to committee via email for consideration.

**Resolution:**

**Committee;**

- **Noted the finding of the reports and agreed the follow up actions;**
- **Ratified the decision taken by the Audit & Risk committee to approve the management responses;**
- **Agreed to share a copy of the CCT Audit with Pauline Smith.**

**Confirmation emails at appendix 1 of the minute.**

**11. Eviction Report**

The Housing and Customer Services Manager sought approval from Committee via email to evict the tenant and the eviction date arranged for May 13<sup>th</sup>, pending the outcome of the decision.

She attached for information an update on the case as well as a copy of a letter of support, written on the tenant's behalf by her father.

She highlighted that there was an emerging picture in this case and the Management Team were seeking approval from Committee to use specific legislation for the first time to evict the tenant and create a new Short Scottish Secure Tenancy, which would allow her to remain in her home on the basis that she is now engaging with officers and that she continues to accept support. We believe this is the best way to support the tenant and to protect WHA.

The current arrears policy does not include this option, however, in the meantime, committee were asked to approve the eviction of the tenant and for a new SSST to be created.

The arrears policy will be updated / reviewed accordingly and presented to committee for approval in September following consultation with our tenants.

**Resolution:**

**Committee approved to evict the tenant and then create a new Short Scottish Secure Tenancy which would allow the tenant to remain within their home on the basis that the tenant is now engaging and continues to accept support.**

**Confirmation emails at appendix 2 of the minute.**

### **13. Management Team Report**

**Wellhouse AFC:**

The Director sought committee approve by email, for the donation of £150 to Wellhouse FC as outline at agenda item 4.10 of the Management Team Report.

He highlighted that he was approached was approached by this team who play in Glasgow Amateur Football League with a request for sponsorship. Their request was 2 fold:

1. A sponsor for their strip, with their own logo and Wellhouse FC name added – we have approached a contractor;
2. Grant toward league costs. Fees and insurance are £450. The Director explained that our donations policy approved figure is currently answered for. However, as part of our 25<sup>th</sup> year celebrations, he recommend that we offer some support to them. We would pay this to the league on their behalf, not pass the money to them. He hoped we could offer c£150 and then ask our contractors to assist too.
3. Grant would be payable after receipt of appropriate paperwork.

**Resolution:**

**Committee approved a donation of £150.00 to Wellhouse FC.**

**Confirmation emails at appendix 3 of the minutes**

### **14. Policy Review**

The Corporate & Governance Assistant sought committee approval for the following policies which had been previously emailed to committee for consideration;

- Repairs & Maintenance Policy
- Committee Induction Policy
- Adverse Weather Conditions Policy
- Committee Member Expenses Policy
- Committee & Staff Conference Attendance Policy

She highlighted that the Repairs & Maintenance Policy had been reviewed and amended to meet current legislation and good practice. All other policies remained unchanged other than the Committee Member Expenses Policy which now reflects adjustment in line with the inflation rate applicable in February each year.

Committee requested that the Repairs & Maintenance Policy be brought to the committee meeting of 30 May 2019 for further consideration.

**Resolution**

**Committee;**

**Approved all other policies as highlighted above.**

**Confirmation emails at appendix 4 of the minute.**

There was no other business.