



Our tenants are paramount in everything we do

## WGHC ANNUAL ASSURANCE STATEMENT 2023

**By the Committee of Management of  
West Granton Housing Co-operative**

**OCTOBER 2023**

As a registered social landlord (RSL), West Granton Housing Co-operative is required to submit an Annual Assurance Statement to the Scottish Housing Regulator (SHR) before 31<sup>st</sup> October 2023.

This is our fourth Annual Assurance Statement to the Scottish Housing Regulator (SHR).

The SHR have not been prescriptive about how this Statement should look.

We therefore welcome your feedback including any suggestions about the format and content of our future Assurance Statements. You can contact a member of staff who will be happy to discuss this with you. Our contact details are below:

Telephone 0131 551 5035

mail@westgrantonhc.co.uk

**This statement is publicly available. It has also been published on our website:  
[www.westgrantonhousing.coop](http://www.westgrantonhousing.coop)**

**Any interested party may ask for further information on the supporting evidence relating to any of the assurances given in this document.**

**This statement may be made available in other languages and formats free of charge. Please contact a member of staff if you, or anyone you know, would benefit from this.**

WEST GRANTON HOUSING CO-OPERATIVE LIMITED  
26 Granton Mill Crescent Edinburgh EH4 4UT  
Tel: 0131 551 5035 Email: mail@westgrantonhc.co.uk

West Granton Housing Co-operative Limited is a fully mutual housing co-operative registered as a social landlord with the Scottish Housing Regulator (HAC 225); and is a registered society under the Co-operative and Community Benefit Societies Act 2014 (2357 RS).



## **WGHC ANNUAL ASSURANCE STATEMENT 2023**

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**OCTOBER 2023**

### **Basis of Assurance**

The Committee of Management advise that, to the best of our knowledge and understanding, West Granton Housing Co-operative complies with the Registered Social Landlord Regulatory Requirements set out in the Regulatory Framework.

We are satisfied that we have seen and considered sufficient appropriate and reliable evidence to confirm our level of assurance, and that our level of assurance is proportionate for our business and our context.

The evidence bank which supports this statement includes:

- Reports about performance in key areas including finance, tenant & resident safety and risk;
- Our ongoing quarterly reporting and evaluation of our performance throughout 2022/23;
- Internal and External Audit Reports, both of which were presented to us in person by our independent Auditors;
- Advice from external and specialist advisors;
- Our annual Benchmarking Presentation Analysis Visit, presented to us in person by Scotland's Housing Network;
- Data analysis about our tenants and service user satisfaction results;
- Reports, advice and information from our Senior Executive Team;
- An in-house electronic evidence bank with hyperlinks, presented to us throughout the year incorporating relevant documents and reports, all of which evidence direct linkage to our compliance of each of the Regulatory Standards as set out in Section 3 of the Regulatory Framework. The evidence bank provides us with the detail of the evidence and compliance;
- An independent Internal Audit carried out in the area of Corporate Governance in February 2023 resulting in a strong level of assurance being given that West Granton Housing Co-operative corporate governance arrangements are compliant with the Scottish Housing Regulator's Standards of Governance and Financial Management.

### **Improvement Focus**

The process of continuous self-assessment for the purpose of gaining assurance has identified potential areas for improvement. These improvements are not material to West Granton Housing Co-operative's compliance of this Assurance Statement.

To support our focus on improvements we have:

- Agreed the Internal Audit Plan for 2024 to concentrate on the areas of Budgetary & Financial Reporting and Reactive Maintenance;

- Commissioned the Tenants Information Service to carry out an independent review of our service delivery standards through a face to face Tenant Feedback Event; the results of which will inform recommendations for further improvements and form the basis for a Customer Service Charter;
- In September 2023 we approved our membership with and committed to working towards becoming an Investor in Excellence.

### SHR Requested Statement

In response to the Scottish Housing Regulator's (SHR) letter of 3 July 2023 regarding Annual Assurance Statements for 2023, we would confirm the following in the areas the SHR have requested a statement for:

#### ✧ Equalities and Human Rights

In reviewing our compliance, we are assured that we have established appropriate systems for the collection of equalities data. We are assured that we are working towards using data to take account of equality and human rights in our decisions, policy reviews and day to day service delivery.

#### ✧ Tenant and Resident Safety

We are satisfied that we meet our duties in relation to tenant and resident safety. In particular, we have gained the necessary evidence-based assurance of our compliance in respect of duties relating to gas, electrical, fire, water and lift safety, and our obligations relating to damp and mould. West Granton Housing Co-op does not have any properties which hold asbestos. We also sought independent, specialist services to inspect our compliance in these areas and to support our assurance.

### Ongoing Monitoring

In accordance with the SHR Statutory Guidance on Notifiable Events (updated 20 June 2019) we recognise that we are required to notify the Scottish Housing Regulator of any changes in our compliance during the course of the year and are assured that we have effective arrangements in place to enable us to do so as follows:

1. Our CEO will submit all notifiable events relating to performance and service delivery issues or financial and funding issues.
2. Our Chair will submit all notifiable events relating to a governance or organisational issue or changes relating to our Annual Assurance Statement.

In all instances, the CEO will make us, as the governing body, aware of all notifiable events and will also notify any other organisation as is relevant, for example our lender or the Health and Safety Executive.

**Authority to sign and submit**

As Chair, I was authorised by the Committee of Management at their meeting held on Wednesday, 18<sup>th</sup> October 2023 to sign and submit this Assurance Statement to the Scottish Housing Regulator.

I confirm that this Assurance Statement is being published on our website at [www.westgrantonhousing.coop](http://www.westgrantonhousing.coop) on the same date that it is submitted to the Scottish Housing Regulator.

Signed: \_\_\_\_\_ Date: 18.10.23

**Colin Fraser**

**Chair of the West Granton Housing Co-operative Committee of Management**