



## **Annual Assurance Statement by the Governing Body of Oak Tree Housing Association Ltd – November 2020**

In considering our compliance with regulatory and legal requirements for our 2020 Annual Assurance Statement, we have taken into account the immense impact of the Covid19 pandemic and consequently the significant disruptive effect on businesses.

### **Gaining the basis of Assurance**

The evidence bank considered by the Governing Body combines reports, policies, advice and information which the Governing Body monitors and oversees on an ongoing basis throughout the year to provide continuous assurance that Oak Tree Housing Association (OTHA) and its Subsidiary Cloch Housing Association (CHA) is compliant. Additionally, the evidence bank incorporates relevant documents and information that contribute to our assurance and which form the structure of OTHA's business and governance activities.

The evidence which supports this Statement includes:

- Reports about performance in key areas including finance, service delivery, asset management, development and risk
- Internal and External Audit reports
- Advice from external and specialist advisers
- Tenant Scrutiny reports and the outcomes from specific consultation
- Data analysis about our tenants and customers
- Benchmarking reports, advice and information from senior staff
- Regular reports from CHA, including Joint Internal Audit reports

In reviewing the evidence and assessing compliance, we have taken account of good practice advice and in considering our assurance both Associations continue to adopt an improvement focus. This includes Action Plans being implemented and progressed on an on-going basis.

### **Covid19 Implications**

Since March 2020, Covid19 has impacted on our service delivery including our ability to maintain full compliance with our gas safety requirements. There have been cases where gas servicing did not take place within the statutory 12-month period. This has been due to our contractor being unable to deliver the required service due to interpretation of restrictions and also due to tenant access restrictions. We have kept our tenants informed throughout and have provided safety advice to ensure that any emergency work is reported and

actioned immediately. We have a rigorous system in place to rectify this and minimise any on-going non-compliance. We are kept apprised regularly on the position in respect of compliance with gas servicing requirements.

### **Statement of Assurance**

Taking into account the above declaration regarding COVID19 implications, the Governing Body of OTHA is satisfied that, to the best of our knowledge OTHA and our Subsidiary CHA are compliant with the requirements of Chapter Three of the Regulatory Framework and the Regulatory Standards of Governance and Financial Management.

### **Ongoing Monitoring**

We understand that we are required to notify the Scottish Housing Regulator (SHR) 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.

### **Authority to sign and submit**

As Vice Chairperson,(Chairperson of the meeting) I was authorised by the Governing Body at its meeting held on 16<sup>th</sup> November 2020 to sign and submit this Assurance Statement to the SHR.

Signed *Vivienne Hearton*  
Vice-Chair

Date 16<sup>th</sup> November 2020