



# Annual Assurance Statement by the Governing Body of Oak Tree Housing Association Ltd – October 2019

## 1. Gaining Assurance

1.1 The evidence bank presented to 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.

1.2 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
- Ongoing monitoring by the Joint Audit Committee

1.3 In reviewing the evidence and assessing compliance, we have taken account of good practice advice.

## 2. Improvement Focus

2.1 Both Associations completed the *toolkit* issued by the Scottish Federation of Housing Associations. This was populated with supporting evidence that we have been gathering over a number of years (most recently 2018-2019) and in assessing the evidence, we have adopted an improvement focus which has resulted in the creation of an Action Plan which we have begun to implement and will continue to progress during the course of the year. We have reviewed the identified actions in the improvement action plan and are satisfied that all are intended to deliver effective improvement and that none are material to our current compliance with the Framework.

### **3. Basis of Assurance**

- 3.1** The Governing Body of Oak Tree Housing Association Ltd 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. We have gained this assurance from a review of a comprehensive bank of evidence and from our ongoing oversight and scrutiny of OTHA's affairs throughout the year (2018-19) and from CHA's quarterly oversight reports, own evidence bank and Assurance Statement provided to us, following approval from the CHA Board on 8<sup>th</sup> October 2019.

### **4. Ongoing Monitoring**

- 4.1** We recognise 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.

### **5. Authority to sign and submit**

- 5.1** As Chairperson, I was authorised by the Governing Body at its meeting held on 28<sup>th</sup> October 2019 to sign and submit this Assurance Statement to the SHR.
- 5.2** Once submitted a copy of this Assurance Statement will be posted on our and CHA's website.

**Signed:** *Colin Campbell*  
Chairperson

**Date:** 28<sup>th</sup> October 2019