

Management Committee Meeting Minute

Meeting summary:	Date	27 April 2026	Start time	6.00pm
	Location	Hybrid (868 Tollcross Road + Teams)	End time	8.00pm

Present:	Chris Elliot (Chair) ✓	Geraldine Connolly ✓	Gail Jackson	Agnes Phillips ✓
	Drew McPhail (Vice Chair) ✓	Bill Dougan	Jackie Jeffs ✓	Philippa Turner ✓
	Esther Skimins (Secretary)	Steve Fleming ✓	Alice Lyness ✓	Eileen Watters
	<i>Quorum met with 5 GBMs present.</i>	Ellen Garscadden	Sharon May	John McMorrow

In attendance:	Clive Douglas, Chief Executive	Anne Wilson, Corporate Director
	Fiona Mills, Housing Director	Tom Hastings, Finance Director
	Joe Wilson, Technical Director	Dianne Mathewson, Corporate Manager (minutes)

Agenda items:

Item 1	Welcome, Apologies & Declaration of Interest
1.1	Welcome: Chris welcomed everyone to the meeting.
1.2	Apologies: Esther Skimins, Sharon May, Eileen Watters and John McMorrow. Special leave of absence: Bill Dougan and Ellen Garscadden. Non-attendance: Gail Jackson
1.2	Declaration of Interest: None.

Item 2	Minute of Previous Meetings
2.1	Minute of the Management Committee Meeting held on 30 March 2026. i. Matters arising: None. ii. Corrections to the minute: None. iii. Approval of the Minute: Approved by general consent. iv. Decisions taken between meetings: (a) Chair and Chief Executive agreed to provide a contribution to the retirement meal held on Friday (this was to replace the usual lunch provided). Decision ratified by Management Committee.
2.3	Sub Committee Minutes for Ratification (NONE)

Item 3	Action Schedule	
Ref	Info	Update
B11	Sheltered Housing De-regulation Update requested for the impact of deregulation.	<i>Revised deadline agreed (Q3 2026/27)</i>

Item 4	Delivery Plan Update	<i>For: Information, Discussion, & Decision</i>
<u>Purpose:</u> to provide a progress update on the departmental delivery plans (and update in relation to operational objectives). The report provides an update of the first year for the 3-year operational objectives. The Management Committee were asked to note the progress update.		
Outcome:	Management Committee noted the report and update.	
Actions:	None.	

Item 5	Sub-Committee Update	<i>For: Information, Discussion, & Decision</i>
<u>Purpose:</u> to provide an update on the major items of work undertaken by the (1) Audit & Business Sub-Committee and (2) Operations Sub-Committee. This is an update on the last 6-months. The Management Committee were asked to note the update.		
Outcome:	Management Committee noted the report and update.	
Actions:	None.	

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Item 6	Annual Register Review	<i>For: Information, Discussion, & Decision</i>
<p>Purpose: to provide an update of the annual registers for 2025/26 (in line with best practice). The Management Committee were asked to note the update in relation to the following registers (1) Payments & Benefits, (2) Gifts & Hospitality, (3) Declaration of Interest, (4) Fraud, and (5) Bribery. Chair and Chief Executive will sign the register at the end of the meeting.</p>		
Outcome:	Management Committee noted the report and update.	
Actions:	None.	

Item 7	Membership List Update	<i>For: Information, Discussion, & Decision</i>
<p>Purpose: to provide an update in relation to the Membership of the Association and the use of the Association's Seal. The Management Committee were asked to note the update.</p>		
Outcome:	Management Committee noted the report and update.	
Actions:	None.	

Item 8	Data Protection Update	<i>For: Information, Discussion, & Decision</i>
<p>Purpose: to provide an update in relation to the current data protection matters for the year 2025/26. External DPO is happy with the progress of the Association. The Management Committee were asked to note the update.</p>		
Outcome:	Management Committee noted the report and update.	
Actions:	None.	

Item 9	Health & Safety Update	<i>For: Information, Discussion, & Decision</i>
<p>Purpose: to provide an update in relation to health and safety matters for the year 2025/26. Specific mention was made to (1) the recent fire risk assessments carried out at the start of 2025, any points identified will be added to the overall action plan and (2) the health and safety audit carried out for 868 Tollcross Road – where 8 minor issues were raised and will be added to the overall action plan.</p>		
Management Committee Query		Leadership Response
<p>It was noted that the majority of incidents related to unacceptable action.</p> <p>(1) Are these incidents serious in nature.</p> <p>(2) Are these incidents occurring to the same person (i.e. reception).</p>		<p>There have been no incidents of violence reported. The incidents relate to aggressive or abusive language/behaviour.</p> <p>The incidents generally occur with the customer and the person having the discussion with them (not aimed at reception staff).</p> <p>The interview rooms have been rearranged (with new furniture purchased) to help staff feel safer, while maintaining a positive space for meetings with customers.</p>
<p>The Management Committee were asked to note the update.</p>		
Outcome:	Management Committee noted the report and update.	
Actions:	None.	

Item 10	Development Update (plus SDFP)	<i>For: Information, Discussion, & Decision</i>
<p>Purpose: to provide an update in relation to the Association's (1) current development projects, (2) open market acquisitions, and (3) Strategy & Development Funding Plan for 2026/27 to 2031/32.</p>		

Management Committee Query	Leadership Response
Work is already being carried out in relation to the pipe work for Belvidere. If the submission is not approved does the Association benefit from the pipework.	The Association may be able to use this for common heating option. However, if the project goes to another Housing Association, they will need to make use of the pipework for the development.
Does the submission for Belvidere go to the Scottish Government.	Yes, the submission would go to the Scottish Government for approval. However, the Council will only send this on if they believe they can make the development work financially.
In terms of open market acquisitions (for the properties in blocks we factor), is there sitting tenants.	There are currently no sitting tenants, and the property would need to be used for a homeless referral.
In terms of the SDFP, are we liable for the developments selected if we no longer wish to undertake them in the future.	No. The SDFP allows us to put a note of interest in the developments. However, there is no firm commitment (until a scheme agreement is in place) and the SHR would only be concerned with the developments identified within our business plan.

The Management Committee were asked to note the update and ratify the SDFP.

Outcome:	Management Committee noted the report / update and ratified the SDFP.
Actions:	None.

Item 11 Correspondence

From	What	Outcome
Glasgow Times	Altyre Street Opening	Noted by Management Committee
Scottish Housing News	Altyre Street Opening	Noted by Management Committee
THA Staff	Thank you card	Noted by Management Committee

Item 12 AOCB

12.1	Management Committee wanted to thank all the staff involved in the opening day – it was a good day and well attended.
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Item 13 Date & Time of Next Management Committee Meeting

Date	Monday 18 May 2026
Location	Hybrid (868 Tollcross Road + online via Teams)
Start time	6.00pm (planned end time 8.00pm)

Item 14 Upcoming Training (5.00pm – 6.00pm)

Date	Topic
18.05.26	Financial Risk – Tom Hastings, Finance Director
29.06.26	Housing Legislation Update - Fiona Mills, Housing Director

