



**MINUTES OF THE MANAGEMENT COMMITTEE MEETING
HELD ON WEDNESDAY 25 MARCH 2026 at 6.30p.m.
MEETING HELD IN THE COMMITTEE ROOM OF THE ASSOCIATION'S OFFICES**

1. Sederunt

PRESENT A. Cushingam, G McNaught, J. Stevenson, K McSherry Stewart, C. Harvey, A Farry (MS Teams) B. Hartness, K Herd

IN ATTENDANCE:

K. Mollins – Director (MS Teams)
G. Kerr – Finance & Corporate Services Manager / Depute Director
G. McLachlan – Maintenance Manager
N. Smith – Corporate Services Officer

Apologies: F. Laverty

Leave of absence: None

2. Meeting of the Management Committee

a) 25 February 2026

i) Minute

The minutes of the Management Committee meeting on 25 February 2026 were approved by K Herd and seconded by C Harvey.

ii) Matters Arising:

a) Agenda Item 5. – Tenant Safety

The Maintenance Manager presented a report outlining the progress of on-going tasks in the Tenant Safety Action Plan. In summary, there was good progress on key tasks and work to strengthen compliance in Tenants Safety.

The Management Committee raised the following queries or questions in relation to the progress of key tasks in Tenants' Safety.

- A member asked if Scottish Water were holding up the lead pipe replacement
 - The maintenance manager explained they are waiting on a date from Scottish Water for a joint survey with their installation surveyor for feasibility of the new mains supply pipe.

b) 5 March 2026 - Electronic Business

i) Minute

The minutes of the electronic business to the Management Committee were approved by B Hartness and seconded by J Stevenson.

ii) Matters Arising:

The Director advised that the closing date for applications for the Head of Maintenance's role was the 30 March 2026 and he would convene a meeting of the recruitment panel on w/b 7 April 2026.

There were no other matters arising.

c) Master Tracker

The Director presented the progress report on the Master Tracker from the meeting in February 2026 and outlined the progress of tasks on the Master Tracker. He highlighted to the Management Committee progress of tasks that were on-going or to be actioned in the tracker i.e. the action plan to develop the Trade Team, the appointment of the contractor for the upgrade of the community CCTV system, and lead-pipe replacement.

The Management Committee raised the following queries or questions in relation to the progress of key tasks on the Master Tracker.

The Committee noted the content of the report.

3. Meeting of the Finance, Audit & Performance Sub-Committee

a) 12 February 2026

i) Minute

The minutes were for the Management Committee's information only.

ii) Matters Arising:

There were no matters arising.

4. Declaration of Interests and Notifiable Events

The Director confirmed that staff members will declare an interest in the following agenda items:

- All staff have a declaration of interest in agenda item 16 – Report on Public Holiday

There are seen to be no other Committee or staff members in attendance with a declaration of interest in relation to the business at the meeting.

Notifiable Events - The Director gave an update on the notifiable events submitted in relation to the 5 / 30 year financial plans and lead pipe replacement. He advised he had submitted a notifiable event in relation to the change in the external auditor's legal entity, where they had joined the TC Group.

5. Report on Write Offs

The F&CS Manager presented the Housing Manager's report on write offs, which proposed the write-off of the following:

- Former tenant arrears - 6 cases = £2,903

The Committee raised the following queries or questions in relation to the write off report.

The Committee approved the write off former tenant arrears noted in the report.

6. Final Draft Budget 2026-27.

The F&CS Manager presented the final draft of the Annual Budget 2026-27 and advised this had been refined following presentation of the first draft to the Committee in February 2026. He highlighted the key amendments and financial position:

- Key tasks, which have been identified to allow us to achieve the targets showing in the 2026-27 Operational Service Delivery Plans.
- There were changes in maintenance expenditure. The inclusion of the arrangement fee for new borrowings, a reduction in the insurance premium, and provision for mental health awareness.
- The revised position at March 2027 is as follows:
 - A surplus of £ 245k
 - Cash reserves will be £1.6m
 - Compliance with loan covenants, with good levels of headroom on the gearing covenant
 - An increase in our loans due to new funding for our Investment Plan with a balance of £6.8m at 31 March 2027.

- In summary, there are no fundamental issues, and the budget recognises a continuing programme of maintenance and improvement in the housing stock.

The Committee raised the following queries or questions in relation to the draft Annual Budget 2026-27

- A member queried if we have any concerns with the regulator engagement. The F&CS Manager explained this is just a requirement of the engagement plan set out by the Scottish Housing Regulator and the information requested will be available following sign off of 30 year financial plan.

The Committee approved the Annual Budget 2026-27 for implementation.

The F&CS Manager advised the Committee the 5 / 30 Financial Plans would be presented at their meeting on 29 April 2026.

7. Renewal of Insurance

The F&CS Manager presented his report on the annual review of insurance scheduled for 1 April 2026. The F&CS Manager advised the Committee on the following:

- In 2024-25 we had appointed Howdens, reason for the overlap with 2025-26 claims, renewals etc.
- There are 9 policies being covered by 7 insurers.
- Highest premium listed is for the Association's property stock cover.
- The Association entered into a 3 year long-term agreement, this has guaranteed the premium would only increase by the inflationary level
- Increase in property values and cost of renewal associated with contractors' rates due to labour shortages and supply chain issues continue to increase property cover insurance.
- Rate change on manual staff- increase of £3,343
- Assets have risen with garden equipment rising from 10k to 37k
- Salaries up 300k

The Committee raised the following queries or questions in relation to the review of insurance 2026-27.

- A member commented that many of the insurance premiums were competitive and it was a good outcome for the Association.
- A member asked what increase in insurance costs we had budgeted for in the draft budget. The F&CS Manager advised around 10% increase.
- A member queried how difficult is it to get insurance for the housing sector.

The F&CS Manager explained the increase in property premiums, is impacted due to the relatively low number of insurers working in the social housing sector, however, more insurers have been entering back into the market.

The Committee's decision was to approve the renewal of the Insurance 2026-27 based on the schedule provided by the new Insurance Broker, Howden

8. External Audit – Audit Planning Letter

The F&CS Manager presented the External Auditor – TC Alexander Sloan and highlighted the following:

- The purpose is to summarise for the Management Committee, the plan for the forthcoming audit including details of the planned audit approach.
- Financial statements and responsibilities for the auditor & association provided including templates to ensure compliance
- A timetable covering the planning, audit & reporting
- Audit matters- Going concerns,
- Proposed fees- £300 difference than quoted
- Audit approach and how it's based on risk. It details the risk or the approach taken

The Committee raised the following queries or questions in relation to the Audit Planning Letter:

- A member asked if we had any issues/concerns with the pre-audit
The F&CS Manager advised we had uploaded all documents on to the portal beforehand to ensure a seamless audit. There had only been a minor query from the Auditors, which was quickly resolved.

The Committee noted the content of the report

K. McSherry Stewart and G. McLachlan left the meeting

9. Membership Report

The Corporate Services Officer presented her report and sought Committee approval for the following memberships applications.

- K McSherry Stewart

The Committee approved the membership application as noted in the report.

K. McSherry Stewart re-joined the meeting.

10. Business Plan 2026-29

The Director presented the Business Plan 2026-29, which set out the Association's strategic direction and the work programme for 2026-27 through delivery plans to achieve the Strategic Objectives

The Director gave an overview of Business Plan review process and key areas of the Plan as listed:

- The process commenced in October 2025 and Committee and staff were well engaged throughout the process, particularly in the development of delivery plans;
- The Vision, Mission and Strategic Objectives
- The organisational values for the organisation to T.H.R.I.V.E and further strengthen the positive culture.
- Key sections of the report, which aligned to regulatory guidance and best practice i.e. governance, risk management, financial viability and asset management
- Propose work programme for 2026-27 and work schedules for the review of policies and tendering of contracts. The Director advised that the work programme is 'challenging but achievable' but is essential to ensure there was continuous improvement in key areas of the business.
- The Committee will be provided with a quarterly progress on key strategic tasks and the work schedules.

The Committee raised the following queries or questions in relation to the draft Business Plan 2026-29.

- The committee commented on the level of detail in the Plan and set a clear strategic direction and the work programme for the Association.
- The chairperson thanked the Director for his efforts and a comprehensive piece of work.

The Committee approved the Business Plan 2026-29 for implementation.

11. Report on the Annual General Meeting – September 2026

The Director presented his report on arrangements for the AGM, specifically to agree the members to stand down and to undertake a formal assessment of members with 9 or more continuous years' service required to stand down. He advised on the following:

- One third of members had to stand down, which equates to 2 members as there are 7 full members on the Committee. He outlined members that had served the longest since their last election:
 - B. Hartness, J. Stevenson and C. Harvey - last elected in 2024

It was agreed that R. Hartness and C. Harvey would stand for election.

- To arrange the assessment of the continued effectiveness of the member with 9 or more consecutive years' service through the Committee performance review process currently being undertaken by the either directly by the Chairperson or through SE Training.

12. Report on Donations, Gifts & Hospitality in 2025-26

The CSO presented a report on Donations, Gifts and Hospitality offered or received in 2025-26, which were as listed:

- Donations - 0
- Gifts - 6
- Hospitality - 0

The CSO highlighted the following:

- There were 2 additional gifts received since the report and all gifts were of a negligible value and distributed amongst staff in accordance with the policy.
- The hospitality was mainly associated with corporate events and the Management Committee recognition of Committee and staff members' work, commitment and achievements with contribution towards a Xmas meal / event.

The Committee noted the report on the Donations, Gifts and Hospitality for 2025-26.

13. Procurement

i. I.C.T Service Provider Contract

The F&CS Manager presented his report on the extension of the ICT Service Support Provider's contract and highlighted the following:

- The contract was initially awarded on a 3-year agreement with the option of extending for an additional 2 years
- The 3 years is now coming to an end and looking for MC approval to extend
- The contractors annual cost for the IT Support contract has been quoted as £11,664 for 2026/27 and, although this is an increase from the current year, it still ensures that they remain competitive with other IT Support providers

ii. The Committee raised the following queries or questions in relation to the report on the I.C.T Service Provider Contract

- There was a discussion on the service provided by Stratiis and how staff compared the contractor to previous ICT Service Support Provider.

The Committee noted the content of the report.

14. Strategic & Development Funding Plan 2027-2032

The Director presented the draft Strategic & Development Funding Plan (SDFP), which set out the Association's development and regeneration programme 2027-32. He explained that the SDFP allows the City Council to plan and prioritise funding for the housing association sector for new build and other regeneration projects.

The Director referred to section 2.5 of the report and outlined the following in relation to the Association's SDFP:

Block C Funding – Tenders / Funding to approved 2027-28 onwards

The Director referred Committee to the potential sites for development:

- i) Kildermorie / Arnisdale and he would seek funding from GCC for a feasibility study in 2026-27 to develop new housing on the land. He highlighted ownership and interest in sections of the land by Easthall Residents Association and Easterhouse Parish Church.
- ii) Wardie / Bogbain Road, which has been marketed for sale by City Property. He advised Committee he has made provision for development costs in the SDFP 2026-27.

The Director referred to the Business Plan and highlighted the importance that these developments were viable and required no cross subsidy from the Association's reserves, due to the need to deliver the Investment Plan for the Association's existing stock.

The Committee raised the following queries or questions in relation to the progress report on the Strategic & Development Funding Plan 2027-32.

- A member asked about building specialist housing for supported needs. The Director explained we don't specialise in social care but new build development normally includes properties for tenants with specific needs.

The Committee approved the Association's SDFP 2027-32.

15. Engagement Plan with Scottish Housing Regulator 2026-27

The Director presented the Association's Engagement Plan 2026-27 with the Scottish Housing Regulator, which confirmed we continue to be 'compliant' with the Regulatory Framework. It does highlight the requirement to provide financial information and funding plans associated with our investment programme to the Regulator by 30 April 2026.



The Director advised he had circulated the draft Engagement Plan to members on 17 March and had submitted a response to the Regulator on 23 March 2026

The Committee noted the Engagement Plan 2026-27.

17. Correspondence

There was no correspondence

18. Confidential Business

There was no confidential business.

19. Any Other Business

a) RBS- Amendment Agreement Letter

The F&CS Manager presented the Draft Amendment Agreement to Committee which will now incorporate the amendment made to the Interest Cover covenant agreed by RBS Credit Committee in February 2026. This amends terms of facilities agreements previously entered into in 2009, 2010, and 2011; and an amendment letter dated 2022. The F&CS Manager advised that the Amendment Agreement had been reviewed by TC Young in advance. The Amendment Agreement along with the Officer's Certificate will be known as the Banking Documents.

It was reported that the Association was fully empowered to enter into the Banking Documents and to perform its obligations thereunder.

Any authorised signatory is authorised to execute and deliver any other documents, etc. which are deemed necessary in connection with the Banking Documents.

Committee resolved that entering into the Amendment Agreement is in the best interests of the Association and that delegated authority is given to Alison Cushingham, as Chair to Approve the Banking Documents, and sign accordingly.

There was no other business



G. Kerr & N. Smith left the meeting

16. Report on Public Holiday

The Chairperson advised the Committee that the Director has a conflict of interest, but she has asked him to present the report and attend to members' questions, thereafter leave the meeting for the Committee to discuss and decide on the award of the public holiday

The Director advised the Committee that the First Minister had confirmed there would be a public holiday on 15 June 2026 in recognition of the Scotland's men's football team's qualification for the World Cup. He advised that the JNC had agreed to add this to the EVH list of public holidays, but it was for each member organisation to decide on whether to honour it.

The Director referred to his report and the options for the Committee to decide on the award of the public holiday or alternative arrangements.

K. Mollins left the meeting

The Committee discussed the report and decided to close the office and award the public holiday.

17. Date of Next Meeting

Management Committee:

Wednesday 29 April 2026 at 6.30p.m. to be held in the Committee room in the Association's office.

Chairpersons Signature: _____

Date: _____