

# Management Committee Meeting Minute

## Meeting summary:

|          |  |            |        |
|----------|--|------------|--------|
| Date     | 25 March 2024                                  | Start time | 6.00pm |
| Location | Hybrid (868 Tollcross Road + online via Teams) | End time   | 7.00pm |

## Present:

|                      |              |                  |
|----------------------|--------------|------------------|
| Chris Elliot (Chair) | Bill Dougan  | John McMorrow    |
| Esther Skimins       | Alice Lyness | Agnes Phillips   |
| Andrea Bell          | Sharon May   | Eileen Waters    |
| Geraldine Connolly   | Gail Jackson | Ellen Garscadden |

Minimum quorum requirements met when 5 governing body members are present.

|                                |   |
|--------------------------------|---|
| <b>In attendance:</b>          | Clive Douglas, Chief Executive                        |
| Joe Wilson, Technical Director | Anne Wilson, Corporate Services Director              |
| Tom Hastings, Finance Director | Rhys Atkinson, Corporate Services Assistant (minutes) |

## Agenda items:

|        |   |
|--------|---|
| Item 1 | Apologies & Declaration of Interest   |
| 1.1    | Apologies – Steve Fleming, Drew McPhail<br>Leave of absence – Request approved for Steve Fleming.<br>Non-attendance – None. |
| 1.2    | Declaration of Interest – none.   |

|        |   |
|--------|---|
| Item 2 | Minute of Previous Meetings   |
| 2.1    | Minute of the Management Committee Meeting held on 26 February 2024.<br>i. Matters Arising and any corrections to the minute: Noted.<br>Matter arising: None.<br>ii. Approval of the Minute: Approved by general consent.<br>iii. Decisions taken between meetings: None. |
| 2.2    | Sub Committee Minutes for Ratification<br>2.2.1 - Audit & Business Sub-committee: None.<br>2.2.2 - Operations Sub Committee: None.  |

|   |   |   |
|---|---|---|
| Item 3  | Action Schedule 2023/24   | <i>For: Information, Discussion, &amp; Decision</i> |
| <p>Action schedule provides a tracker for actions requested by the Management Committee.</p> <p>No. 1 update – the tender is currently live and will close on 20 March 2024.</p> <p>No. 7 update – the detailed report will be sent quarterly to the operation sub-committee – action completed.</p> <p>No. 25 update – action on hold until 2024/25, until further information can be confirmed relating to grants available. Clive confirmed that the Association has been approached to purchase a property on Tollcross Road and this will go ahead separately.</p> |   |   |
| Outcome:  | Schedule noted by Management Committee.                         |   |
| Actions:  | Action number 10 and 23 deadlines to be extended to March 2024. |   |

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|---|---|---|----------|--|----------|----------|-------|--|
| Item 4  | Membership & Use of Seal Update   | <i>For: Information, Discussion, &amp; Decision</i> |          |  |          |          |       |  |
| Report provided an update on the Association's membership and use of the Seal. The report was unchanged from previous meeting.  |   |   |          |  |          |          |       |  |
| <table border="1"> <tr> <td data-bbox="97 293 300 344">Outcome:</td> <td data-bbox="300 293 1497 344">Report noted by Management Committee.</td> </tr> <tr> <td data-bbox="97 344 300 405">Actions:</td> <td data-bbox="300 344 1497 405">None</td> </tr> </table>  |   |   | Outcome: | Report noted by Management Committee.                              | Actions: | None     |       |  |
| Outcome:  | Report noted by Management Committee.   |   |          |  |          |          |       |  |
| Actions:  | None  |   |          |  |          |          |       |  |
| Item 5  | Event Focus Group & PIN Update  | <i>For: Information, Discussion, &amp; Decision</i> |          |  |          |          |       |  |
| Report informed Management Committee of recent and upcoming events planned by the Events Group, along with an update on previous and planned PIN meetings.  |   |   |          |  |          |          |       |  |
| <table border="1"> <tr> <td data-bbox="97 584 300 636">Outcome:</td> <td data-bbox="300 584 1497 636">Report noted by Management Committee.</td> </tr> <tr> <td data-bbox="97 636 300 696">Actions:</td> <td data-bbox="300 636 1497 696">None.</td> </tr> </table>   |   |   | Outcome: | Report noted by Management Committee.                              | Actions: | None.    |       |  |
| Outcome:  | Report noted by Management Committee.   |   |          |  |          |          |       |  |
| Actions:  | None.   |   |          |  |          |          |       |  |
| Item 6  | Regulatory Framework Update   | <i>For: Information, Discussion, &amp; Decision</i> |          |  |          |          |       |  |
| Purpose of the report is to notify Management Committee members of the publications of the SHRs Regulatory Framework and outline changes made. Management Committee are asked to note the changes outlined in Appendix 1 of this report and note these will be effective from 1 April 2024.   |   |   |          |  |          |          |       |  |
| <table border="1"> <tr> <td data-bbox="97 943 300 994">Outcome:</td> <td data-bbox="300 943 1497 994">Management Committee noted the outlined changes within appendix 1.</td> </tr> <tr> <td data-bbox="97 994 300 1055">Actions:</td> <td data-bbox="300 994 1497 1055">None.</td> </tr> </table>  |   |   | Outcome: | Management Committee noted the outlined changes within appendix 1. | Actions: | None.    |       |  |
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| Actions:  | None.   |   |          |  |          |          |       |  |
| Item 7  | Lending Covenants Information   | <i>For: Information, Discussion, &amp; Decision</i> |          |  |          |          |       |  |
| Provided Management Committee members with the information in relation to the current covenants that our lenders have put in place, and the implications of changes to these in the future. It was noted that RBS are looking to move us onto a Corporate Account, although it was detailed to committee about both the pros & cons of this change. |   |   |          |  |          |          |       |  |
| <table border="1"> <tr> <td data-bbox="97 1301 300 1352">Outcome:</td> <td data-bbox="300 1301 1497 1352">Report noted by Management Committee.</td> </tr> <tr> <td data-bbox="97 1352 300 1413">Actions:</td> <td data-bbox="300 1352 1497 1413">None.</td> </tr> </table>   |   |   | Outcome: | Report noted by Management Committee.                              | Actions: | None.    |       |  |
| Outcome:  | Report noted by Management Committee.   |   |          |  |          |          |       |  |
| Actions:  | None.   |   |          |  |          |          |       |  |
| Item 8  | Approval of Framework Agreement: Kitchen Bathroom and Rewire (KBR) & Associated Works   |   |          |  |          |          |       |  |
| 8.1   | <p>Committee were asked to approve the appointment of Hugh LS McConnell Ltd to carry out kitchen, bathroom and rewire (KBR) &amp; Associated Works Including ad hoc voids and one-off kitchens for the period 2024-27 in the sum of £5,560,727.04 inclusive of 20% Value Added Tax.</p> <p><i>Query (a) Committee asked how many kitchens and bathrooms this would cover. The response from the Technical Director was "we had asked companies to quote their tenders on 300 Kitchens and Bathrooms. This would be the expected amount over 3 years although we understand this number can fluctuate either way".</i></p> <table border="1"> <tr> <td data-bbox="245 1861 453 1912">Outcome:</td> <td colspan="2" data-bbox="453 1861 1497 1912">Approved by Management Committee.</td> </tr> <tr> <td data-bbox="245 1912 453 1995">Actions:</td> <td colspan="2" data-bbox="453 1912 1497 1995">None.</td> </tr> </table> |   | Outcome: | Approved by Management Committee.                                  |          | Actions: | None. |  |
| Outcome:  | Approved by Management Committee.   |   |          |  |          |          |       |  |
| Actions:  | None.   |   |          |  |          |          |       |  |

|          |  |          |                                   |          |       |
|----------|--|----------|-----------------------------------|----------|-------|
| Item 9   | Extension to Landscape Maintenance Contract  |          |                                   |          |       |
| 9.1      | <p>This report asked Management Committee to approve the extension of the existing Landscaping Contract with Caledonian Maintenance Services Ltd for the period 2024-25 for the sum of £184,128.23 inclusive of 20% Value Added Tax.</p> <table border="1"> <tr> <td>Outcome:</td> <td>Approved by Management Committee.</td> </tr> <tr> <td>Actions:</td> <td>None.</td> </tr> </table>   | Outcome: | Approved by Management Committee. | Actions: | None. |
| Outcome: | Approved by Management Committee.  |          |                                   |          |       |
| Actions: | None.  |          |                                   |          |       |
| Item 10  | Property Purchases   |          |                                   |          |       |
| 10.1     | <p>Report has been collated to provide the Management Committee with an update on current purchases of properties.</p> <p>THA acquired 2 Luffness Gardens. The local authority provided the funds to buyback this property. We acquired this on the 20<sup>th</sup> February 2024.</p> <table border="1"> <tr> <td>Outcome:</td> <td>Noted by Management Committee.</td> </tr> <tr> <td>Actions:</td> <td>None.</td> </tr> </table>  | Outcome: | Noted by Management Committee.    | Actions: | None. |
| Outcome: | Noted by Management Committee.   |          |                                   |          |       |
| Actions: | None.  |          |                                   |          |       |
| Item 11  | Development Update   |          |                                   |          |       |
| 11.1     | <p>Report provided an update on on-going development projects of the following: Altyre Street, Easterhill Street, Tollcross Winter Gardens, Site to the west of Lidl store, No2 Luffness Gardens and Belvidere. No queries were raised by committee.</p> <p>Clive confirmed that Tollcross Park will be one of three parks in Glasgow to get a free-standing toilet, this will be funded by Glasgow City Council and will be located next to the Winter Garden but not in it.</p> <table border="1"> <tr> <td>Outcome:</td> <td>Noted by Management Committee.</td> </tr> <tr> <td>Actions:</td> <td>None.</td> </tr> </table> | Outcome: | Noted by Management Committee.    | Actions: | None. |
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| Actions: | None.  |          |                                   |          |       |
| Item 12  | Correspondence   |          |                                   |          |       |
| 12.1     | <p><u>Pay Award 2024/25</u></p> <p>Clive confirmed that a salary increase has now been agreed and it was set to 6% rather than the previously mentioned 5.5%. Committee were asked to consider this new figure.</p> <table border="1"> <tr> <td>Outcome:</td> <td>Approved by Management Committee.</td> </tr> <tr> <td>Actions:</td> <td>None.</td> </tr> </table>  | Outcome: | Approved by Management Committee. | Actions: | None. |
| Outcome: | Approved by Management Committee.  |          |                                   |          |       |
| Actions: | None.  |          |                                   |          |       |
| Item 13  | AOCB   |          |                                   |          |       |
| 13.1     | <p>No other competent business was raised during this meeting.</p> <table border="1"> <tr> <td>Outcome:</td> <td>None.</td> </tr> <tr> <td>Actions:</td> <td>None.</td> </tr> </table>   | Outcome: | None.                             | Actions: | None. |
| Outcome: | None.  |          |                                   |          |       |
| Actions: | None.  |          |                                   |          |       |

| Item 14    | Date & Time of Next Meeting   |      |               |          |  |            |                                  |
|------------|---|------|---------------|----------|--|------------|----------------------------------|
| 14.1       | <p data-bbox="261 215 738 253">Management Committee Meeting</p> <table border="1" data-bbox="261 253 1249 383"><tbody><tr><td data-bbox="261 253 472 304">Date</td><td data-bbox="472 253 1249 304">29 April 2024</td></tr><tr><td data-bbox="261 304 472 342">Location</td><td data-bbox="472 304 1249 342">Hybrid (868 Tollcross Road + online via Teams)</td></tr><tr><td data-bbox="261 342 472 383">Start time</td><td data-bbox="472 342 1249 383">6.00pm (planned end time 8.00pm)</td></tr></tbody></table> | Date | 29 April 2024 | Location | Hybrid (868 Tollcross Road + online via Teams) | Start time | 6.00pm (planned end time 8.00pm) |
| Date       | 29 April 2024   |      |               |          |  |            |                                  |
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