

Management Committee Meeting Minute

Meeting summary:

Date	30 June 2025
Location	Hybrid (868 Tollcross Road + online via Teams)

Start time	6.00pm
End time	8.00pm

Present:

Chris Elliot (Chair) ✓	Geraldine Connolly ✓	Gail Jackson	Agnes Phillips ✓
Drew McPhail (Vice Chair)	Bill Dougan ✓	Jackie Jeffs ✓	Eileen Watters
Esther Skimins (Secretary)	Steve Fleming	Alice Lyness ✓	John McMorrow ✓
	Ellen Garscadden ✓	Sharon May	

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

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

Agenda items:

Item 1	Welcome, Apologies & Declaration of Interest
1.1	Apologies: Drew McPhail, Esther Skimins, Gail Jackson, Sharon May & Eileen Watters. Special Leave of Absence: Steve Fleming.
1.2	Declaration of Interest: None.

Item 2	Minute of Previous Meetings
2.1	Minute of the Management Committee Meeting held on 19 May 2025 i. Matters arising: None. ii. Corrections to the minute: None. iii. Approval of the Minute: Approved by general consent. iv. Decisions taken between meetings: None.
2.3	Sub Committee Minutes for Ratification i. Audit & Business Sub-committee: None. ii. Operations Sub-Committee: None.

Item 3	Action Schedule 2024/25
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Ref	Info	Update
C01	Homeless lets KPI.	KPI to be reviewed and discussed at Operation Sub-committee in August. Update to be taken to Management Committee in September.

Item 4	AGM	<i>For: Information, Discussion, & Decision</i>
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Purpose: outline the programme for the 2025 AGM, highlighting the Management Committee members who must stand down and those who wish to stand for re-election.

Outcome:	Management Committee noted the report.
Actions:	None.

Item 5	Governing Body Appraisals (9-year rule)	<i>For: Information, Discussion, & Decision</i>
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Purpose: provide sufficient information to enable the Management Committee to decide on whether the long-standing Committee members, who are required to stand down this year remain effective to stand for re-election at this year's AGM.

Outcome:	Management Committee noted the report and approved the recommendation.
Actions:	None.

Management Committee Meeting Minute

Item 6	Governing Body Performance Reviews	For: Information, Discussion, & Decision
<p>Purpose: to provide a verbal update on the progress of the related report and request a move to the August meeting. Anne confirmed that the report had been placed on the workplan for June. However, due to the tight timescales, a more realistic deadline would be the August meeting.</p>		
Outcome:	Management Committee noted the update and approved the extension date.	
Actions:	Report to be added to August 2025 agenda.	
Item 7	Policy Review: Anti-social behaviour	For: Information, Discussion, & Decision
<p>Purpose: to provide an update to the Anti-social Behaviour Policy. Fiona confirmed that there has not been any significant changes but some timescales have been changed to reflect the impact of gaining information from 3rd parties (e.g. Police / local authority).</p> <p>MC Query – how does the new policy relate to domestic abuse.</p> <p>Response – based on best practice, a separate policy will be created to cover domestic abuse and will link back to the ASB policy.</p>		
Outcome:	Management Committee noted the report and approved the recommendation.	
Actions:	None.	
Item 8	Schedule 7 Report	For: Information, Discussion, & Decision
<p>Purpose: to seek approval from the Management Committee for proposed allocation of tenancy to an employee. Fiona confirmed that the allocation was completed by a Housing Officer, in line with the Allocations Policy and ratified by herself.</p> <p>MC Query - discussion took place in relation to potential conflicts of interest if the employee was to fall into rent arrears.</p> <p>Response – the employee would be treated in line with the relevant policy.</p> <p>MC Query – seeking confirmation that no-one has been bypassed in relation to the waiting list.</p> <p>Response – no, the relevant policy was adhered to.</p>		
Outcome:	Management Committee noted report and approved the requested allocation.	
Actions:	None.	
Item 9	Development Update	For: Information, Discussion, & Decision
<p>Purpose: to provide an update on development projects, with specific update in relation to the progress of Altyre Street development.</p> <p>Discussion took place in relation to the potential development taking place in Carmyle by private developers. Clive confirmed that if there was potential for social housing, this is something the Association should consider due to the high demand for the area (but ensuring they take into consideration the current tenants views on the development).</p>		
Outcome:	Management Committee noted the report.	
Actions:	None.	
Item 10	ARC Update	For: Information, Discussion, & Decision
<p>Purpose: to provide a verbal update in relation to the recent ARC submission. Clive confirmed that they received a call from the regulator in relation to a mandatory field missed (which was linked to tenant safety). Clive confirmed that due to how the question was worded, they did not believe they needed to respond to the question as they were compliant in matters of tenant safety. However, the regulator was looking for information on what the Association had done in general in relation to tenant safety and compliance matters. This was updated and submitted.</p>		

Management Committee Meeting Minute

Outcome:	Management Committee noted the update.
Actions:	None.

Item 11 Correspondence

From	What	Outcome
GWSF	May 2025 Update	Noted by Management Committee.

Item 12 AOCB

12.1	<p><u>Funding Update</u></p> <p>An audit carried out recently, identified that we don't appear to have the relevant paperwork/title deeds for 2 properties. These properties were part of the loan agreement. However, they have now been changed out and replaced with an alternative property. This will reduce the loan agreement to slightly below the initial £10m but will continue as planned.</p> <p>Work is being carried out to track down the relevant paperwork and seek clarity of the existing paperwork held (as old titles for tenement properties are vague and confusing).</p> <table> <tr> <td>Outcome:</td><td>Management Committee noted the update.</td></tr> <tr> <td>Actions:</td><td>None.</td></tr> </table>	Outcome:	Management Committee noted the update.	Actions:	None.
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Actions:	None.				
12.2	<p><u>Engagement Plan</u></p> <p>Clive confirmed that the engagement plan status with the regulator has reverted back to the normal status. Clive confirmed that he fed back concerns in relation to the wording used, due to the negative impact this may have on an organisation.</p> <table> <tr> <td>Outcome:</td><td>Management Committee noted the update.</td></tr> <tr> <td>Actions:</td><td>None.</td></tr> </table>	Outcome:	Management Committee noted the update.	Actions:	None.
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Actions:	None.				
12.3	<p><u>Delegated Authority</u></p> <p>Clive requested that the Management Committee approve delegated authority to the Office Bearers during the recess in meetings (July).</p> <table> <tr> <td>Outcome:</td><td>Management Committee approved the request.</td></tr> <tr> <td>Actions:</td><td>None.</td></tr> </table>	Outcome:	Management Committee approved the request.	Actions:	None.
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Actions:	None.				

Item 13 Date & Time of Next Management Committee Meeting

Date	25 August 2025
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 & Time	Topic
7 July 2025, 5.00pm	Equalities & Human Rights