

# Management Committee Meeting Minute

## Meeting summary:

Date	26 January 2026	Start time	6.00pm
Location	Hybrid (868 Tollcross Road + Teams)	End time	8.20pm

## Present:

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

## In attendance:

Clive Douglas, Chief Executive	Anne Wilson, Corporate Director
Fiona Mills, Housing Director	Tom Hastings, Finance Director
<del>Joe Wilson, Technical Director</del>	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: Drew McPhail and Geraldine Connolly. Special Leave of Absence: Both Bill Dougan and Ellen Garscadden have requested a 3-month special leave of absence. Both requests were approved by general consent.
1.2	Declaration of Interest: None.

Item 2	Minute of Previous Meetings
2.1	Minute of the Management Committee Meeting held on 1 December 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 – No minutes for ratification.

Item 3	Action Schedule	
Ref	Info	Update
C07	Relet	Update at agenda item 5
C08	Homelessness	Update at agenda item 5
C09	Pension deficit payment assumptions	Tom confirmed that they have tested the pension deficit repayment assumptions by extending this repayment from 4-years to 10-years, to check the impact on the Business Plan. Tom confirmed the following impact on cash balance over 30-years: 4-years repayment = £100.4m cash balance 10-years repayment = £99.9m cash balance

Item 4	Rent consultation	<i>For: Information, Discussion, &amp; Decision</i>
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**Purpose:** to present the results of the rent consultation carried out with tenants on the proposed 2026/27 rent increase and ask the Management Committee to consider recommended increase for approval. Fiona presented the following key feedback from the consultation:

- Newsletter / Website: 25 responses / 24 disagreed with proposed 6% increase
- Telephone: 150 surveyed / 55% disagreed with the proposed 6%
- PIN: supported the proposed 6%
- Concerns raised by tenants included (1) rising costs / strain on personal budget (2) proposal exceeds current rate of inflation and (3) poor return on services.

Fiona confirmed that based on the consultation feedback they are proposing a revised figure of 5.6%.

General discussion took place in relation to the proposed revised rent increase. The following Management Committee queries / concerns were raised:

Management Committee Query	Leadership Team Response
Happy to see reduction in proposed increase. However, concerns that proposal still sees a significant increase in tenants rent and with inflation sitting at 3.2%, the proposed increase is almost double.	Rent increases have been below inflation for the last 5-years. Through the consultation process it has been clear that this deficit would need to be addressed at some point. This proposal is part of this process.
Would it be best to leave the increase at 6% rather than reducing.	We want to make the increase as affordable as possible, and the new proposed figure is financially sustainable.
How much would the revised increase mean in real terms.	Approximately £20 per month increase.
Concerns raised about those on minimum wage who are not eligible for any top-up benefits and the impact any increase would cause.	Options to help support tenants are being explored, including looking at tenancy sustainment options.

Clive confirmed that the revised rent increase looks to be average compared to other proposed increases from other Housing Associations. Clive confirmed that the actual increase per month would remain lower than other Housing Association, as the Association's rent remains lower than many other Housing Associations across the city.

Management Committee were asked to note the report and consider the revised rent increase for approval.

Outcome:	Management Committee noted the report and approved the rent increase for 2026/27 at 5.6%.
Actions:	None.

## Item 5.1 Relet Report

*For: Information, Discussion, & Decision*

**Purpose:** to provide further information on the relet times, based on the request from Management Committee (as detailed in the Action Schedule). Fiona presented the report and highlighted the following key areas:

- Average relet time hit is peak during the pandemic (due to ability to get works arranged and tenants to view properties during this period).
- Average relet time is negatively impacted by deaths (due to the notification and returning of keys delays).
- Calculation of relet days was changed, previously time for investment works was removed but this is now included (making the figure higher).
- Void returns have seen a drop in standards, meaning more work required to bring to up to a lettable standard. The Association also increased its lettable standard to help with refusals.

*No queries received from Management Committee.*

Management Committee were asked to note the report.

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

## Item 5.2 Homelessness Report

*For: Information, Discussion, & Decision*

**Purpose:** to provide further information on the homelessness allocations, based on the request from Management Committee (as detailed in the Action Schedule). Fiona presented the report and highlighted the following key areas:

- Homeless lets have increased to support the homeless crisis in Glasgow.

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- The local authority has proposed a strategy to help combat the crisis, proposing that all Housing Association's provide up to 67% of all lets to homelessness referrals.
- Management Committee will be asked to review the homeless lets target for 2026/27.

General discussion took place in relation to the report and homeless lets figures. The following Management Committee queries / concerns were raised:

- Concerns raised about the proposed increase from the local authority and the knock-on impact on the waiting list.
- Concerns raised about the impact on local people (as a local housing association).
- Desire to see the lets to homelessness to come down in favour of the waiting list / those with links to the local community.

Clive confirmed that a commitment has been made to ensure that the new build lets are prioritised to the waiting list (and the back-fill being an option for homeless referrals).

Fiona confirmed that the Association continues to support the buy-back scheme, which see purchased properties being automatically allocated to homeless referrals.

Management Committee were asked to note the report.

Outcome:	Management Committee noted the report.
Actions:	Management Committee to consider the report and agreed a target for homeless lets for 2026/27 at February 2026 Management Committee meeting.

## Item 6 Proposed Budget *For: Information, Discussion, & Decision*

Purpose: to present the proposed budget for 2026/27. Tom apologised for the late sending of the detailed budget (appendix 1) and advised that he would delay seeking approval for the budget until the Management Committee had time to review the full appendix.

*No queries received from Management Committee.*

Management Committee were asked to note the report.

Outcome:	Management Committee noted the report.
Actions:	Management Committee to review the budget (appendix 1) and confirm decision outcome at February 2026 Management Committee meeting.

## Item 7 Factoring Management Fee *For: Information, Discussion, & Decision*

Purpose: to present the proposed changes to the factoring management fee for 2026/27.

*No queries received from Management Committee.*

Management Committee were asked to note the report and consider the management fee increase for approval.

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

## Item 8 Development Update *For: Information, Discussion, & Decision*

Purpose: to present the update on the Association's development projects and acquisitions (homelessness initiative).

Management Committee asked for walk-through of the Altrye Street development.

Management Committee were asked to note the report.

Outcome:	Management Committee noted the report.
Actions:	Clive to arrange walk-through at Altrye Street development.

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Item 9	OSCR Update – New trustee requirements	<i>For: Information, Discussion, &amp; Decision</i>
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**Purpose:** to inform the Management Committee of the changes to the requirements expected of Charities by the Office of the Scottish Charity Regulator (OSCR). Management Committee were asked to review the report and raise any concerns about their data being shared directly with Corporate Director.

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

Item 10	Correspondence
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From	What	Outcome
SHR	SHR General Update Jan2026	Noted by Management Committee
SHR	SHR Update to ARC Technical Guidance	Noted by Management Committee
Internal Auditor	Name change confirmation	Noted by Management Committee

Item 11	AOCB
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11.1	Employee retirement – Clive confirmed that one of the Housing team will be retiring in April. Their post will be advertised shortly. Management Committee noted update.
11.2	Housing Benefit – Clive confirmed that they are in discussions with Glasgow City Council in relation to the Housing Benefit payback and they are trying to reach an agreement for the figure due to be repaid. Management Committee noted update.
11.3	Standing Orders Update – Anne confirmed that the standing orders have been updated to reflect the recent changes in the financial regulations. There has been only one change, where a table detailing financial levels has been removed from the standing orders and reference made to the one contained in the financial regulations. Management Committee noted update.

Item 12	Date & Time of Next Management Committee Meeting
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Date	23 February 2026
Location	Hybrid (868 Tollcross Road + online via Teams)
Start time	6.00pm (planned end time 8.00pm)

Item 13	Upcoming Training (5.00pm – 6.00pm)
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Date	Topic
23.02.26	Role & impact of SHR
30.03.26	Chairing & role of office bearers