

# Management Committee Meeting Minute

## Meeting summary:

Date	18 May 2026	Start time	6.00pm
Location	Hybrid (868 Tollcross Road + Teams)	End time	8.00pm

## Present:

<del>Chris Elliot (Chair)</del>	Geraldine Connolly ✓	Gail Jackson ✓	<del>Agnes Phillips</del>
Drew McPhail (Vice Chair) ✓	<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>	<del>Sharon May</del>	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)
	Bethany Stalker, Receptionist (shadowing)

## Agenda items:

Item 1	Welcome, Apologies & Declaration of Interest	
1.1	Welcome: Geraldine will Chair the meeting due to Chris' apologies and Drew attending the meeting online. Geraldine thanked everyone for attending the meeting.	
1.2	Apologies: Chris Elliot, Agnes Phillips, & Sharon May Special Leave of Absence: Bill Dougan (Sept) & Ellen Garscadden (Aug)	
1.2	Declaration of Interest:	
Item 2	Minute of Previous Meetings	
2.1	Minute of the Management Committee Meeting held on 27 April 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: None.	
2.3	Sub Committee Minutes for Ratification i. Audit & Business Sub-committee (16 February 2026) – Ratified ii. Operations Sub-Committee (23 March 2026) – Ratified	
Item 3	Action Schedule	
	No actions pending.	
Item 4	ARC Return 25/26	<i>For: Information, Discussion, &amp; Decision</i>
	<b>Purpose:</b> to provide the ARC figures for the year 2025/26, which needs to be submitted by 31 May 2026. Clive talked the Management Committee through ARC submission (page by page). Clive confirmed that if any figures that need to be changed, an update will be provided to the Management Committee in June 2026.	
	<b>MC Query</b>	<b>Leadership Response</b>
	In terms of damp and mould reporting. What is the breakdown between of those related to condensation.	There were 4 linked to condensation and 2 linked to structural issues. From the condensation cases, we had 3 call backs (making 50% for all cases). The tenant safety report will be updated to include this information for the Operational Sub.
	In terms of open cases, does this report include the monitoring period.	Yes, the open cases appear higher as we keep the case open for 1-year and monitor every 3-months. We only close the case after the year. We are aware that this does increase the days open. However, there is no clear guidance on this indicator and it is the first year requested from SHR.

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In terms of days to resolve, the figure is only shown as an overall – can this be split between reasons.	This is provided in the return – the information within the report is an overall summary. The breakdown will be supplied to the Management Committee.
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The Management Committee were asked to approve the figures contained with the report for submission.

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

Clive left the meeting.

Item 5	Business Plan Review	<i>For: Information, Discussion, &amp; Decision</i>
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**Purpose:** to present the updated Business Plan, which is to be submitted to our lender by 31 May 2026. The figures enclosed cover a 30-year period required by the lenders. Tom presented the Business Plan, including information on the following:

- Financial forecasts (1) budget (2) 5-year (3) 30-year BP
- Assumptions (1) inflation, (2) rental inflation, (3) void loss, (4) bad debts, (5) interest rates, (6) additional inflation & (7) developments
- Borrowing
- 2026V2025 - gross rents / bank / maintenance / service costs / major repairs / interest payable
- Sensitivity analysis (Y30 cash / negative bank balance / peak debt)

MC Query	Leadership Response
In 2034, the cash goes down to about £1m. Is there a way to mitigate that.	We look at £1.5m as a base level and this is in our 30-year plan (where a number of assumptions need to be made). Things have been changing so quickly – but knowing this prediction allows us to make the required changes to ensure we are financially viable.
In terms of the 2031 loan payment. Would it be better to spread that, rather than pay back in a lump sum.	The agreement was for 10-years. This is the term of the loan. We may be able to roll over closer to the time.

The Management Committee were asked to consider the report and presentation and approve the Business Plan for submission.

Outcome:	Management Committee noted the report and presentation. Management Committee approved the Business Plan for submission.
Actions:	None.

Item 6	Five-year financial projections	<i>For: Information, Discussion, &amp; Decision</i>
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**Purpose:** to present the five-year financial projects, which needs to be submitted to the SHR by 31 May 2026. Tom presented the projections, including information on the following:

- Assumptions – as per the Business Plan (only up to year 5)
- Developments
- Other info – development grant & loan / SHAPS pension deficit / reactive repairs / planned maintenance / factoring income / factoring & TALC costs / no adjustments for pension gains or losses.
- Sensitivity analysis / assumption testing

MC Query	Leadership Response
Has there been anything added in for energy efficiency requirements.	No, there is nothing in for energy efficiency / net zero. The figure is unrealistic based on rents and requirements, and funding would be required.

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The Management Committee were asked to consider the report and approve the five-year financial projections for submission.

Outcome:	Management Committee noted the report and presentation. Management Committee approved the five-year financial projections for submission.
Actions:	None.

## Item 7 Correspondence

Thank you card from Sheron.

## Item 8 AOCB

None.

## Item 9 Date & Time of Next Management Committee Meeting

Date	29 June 2026, 6.00pm
Location	Hybrid (868 Tollcross Road + online via Teams)
Start time	6.00pm (planned end time 8.00pm)

## Item Upcoming Training (5.00pm – 6.00pm)

Date	Topic
29.06.26	Housing Legislation Update - <i>Fiona Mills</i>
31.08.26	Employment Legislation Update - <i>Dianne Mathewson</i>
21.09.26	Tenant Safety Update - <i>Joe Wilson</i>