

1.	Sederunt	Name	Position	Action
	Present	Marion Leat (via Zoom) Sarah Lack (via Zoom) Corrina Brewer (via Zoom) Rose O'Malley (via Zoom) Gary Ferguson (via Zoom) Michael McDevitt (via Zoom)	Chairperson Treasurer Vice Chair Committee Member Committee Member Committee Member	
	Apologies	Margaret Smith Kirsty Bavidge Catherine Brown Ryan Cowan	Secretary Committee Member Committee Member Committee Member	
	In Attendance	Roslyn Crawford (via Zoom) Lyndsay Moffat (via Zoom) Lorraine Fisher (via Zoom) Tom Atkinson (via Zoom)	Director Senior Housing Officer Administrative Assistant Maintenance Consultant (Atkinson Partnerships)	

2.	Declaration of Interest and Committee Update There were no declarations of interest.	There were no declarations of interest
3.	Notifiable Event The Regulator does not require any further information at present in relation to the office closure.	Committee noted there were no further notifiable events
4.	Freedom of Information Update The Management Committee noted there had been no further freedom of information requests.	Committee no further FOI requests
5.	Minutes of the Management Meeting on 3 February 2022 The Minutes of the Management Meeting held on 3 February 2022 were circulated prior to the meeting and noted by the Management Committee. The Minutes were approved by Sarah Lack and seconded by Rose O'Malley.	Committee approved the Minutes of 3 February 2022
6.	Minutes of Special Management held on 17 February 2022 The Minutes of the Special Management Meeting held on 17 February 2022 were circulated prior to the meeting and noted by the Management Committee. The Minutes were approved by Corrina Brewer and seconded by Rose O'Malley.	Committee approved the minutes of Special Management Meeting on 17 February 2022
7.	Action Note of Meeting to 17 February 2022 The action note to 17 February 2022 was circulated prior to the meeting and noted by the Management Committee	Committee approved the Action Note to

		17 February 2022
8.	<p>Tom Atkinson – Maintenance Consultant</p> <p>Tom was welcomed to the meeting. He advised the Management Committee that Brexit, Covid-19, and the War in Ukraine have had a detrimental effect on the cost of labour and materials, and also fuel costs. There are long delays in procuring some materials which has resulted in longer lead in times. Tom also advised that the Scottish Housing Regulator is prioritising tenant health and safety, with focus being given to gas and electrical safety, asbestos, legionella, fire risk and building fabric. The Committee asked a number of questions in relation to the priorities for the future. Tom Atkinson from Atkinson Partnerships was thanked for his comments and left the meeting.</p>	<p>The Management Committee noted the presentation by Tom Atkinson and the potential for increased costs.</p>
9.	Property Management Reports	
9.1	<p>Write Off Report 2021-2022</p> <p>The write off report 2021-2022 was circulated prior to the meeting and noted by the Management Committee. Following discussion, the Management Committee agreed that there would be no write offs for current tenant rent arrears or legal expenses. The Committee approved the write offs for current tenant rechargeable repairs and former tenant arrears, rechargeable repairs and legal expenses. The write off report for 2021-2022 was approved by the Management Committee.</p>	<p>The Management Committee approved the Write Off Report 2021-2022</p>
9.2	<p>Property Services Targets 2022-2023</p> <p>This report was circulated prior to the meeting and noted by the Management Committee. The Management Committee discussed that the targets would largely stay the same due to the ongoing restrictions with regards to COVID-19. The Management Committee agreed that void management should continue at 5 days, and that the allocations targets should remain the same. The Management Committee approved the targets for 2022-2023.</p>	<p>The Management Committee approved the Property Services Targets 2022-2023</p>
10	Director’s Report	
10.1	<p>COVID-19 Benchmarking and SHR Report</p> <p>This report was circulated prior to the meeting and noted by the Management Committee. The Management Committee noted that Gardeen continue to perform well in comparison with EHRA organisations in relation to rent arrears and voids. The Management Committee noted the SHR Report to 31 December 2021 and discussed that arrears across the sector had increased. The Scottish Housing Regulator will continue to monitor performance due to increasing living costs.</p>	<p>The Management Committee noted the Benchmarking and SHR Report to 31 December 2021</p>
10.2	<p>Service Delivery Update</p> <p>This report was circulated prior to the meeting and noted by the Management Committee. The Committee discussed that feedback from tenants indicates that the majority are satisfied with the current</p>	<p>The Management Committee noted the</p>

	service provided and noted that staff were available in the office two days per week and all other services remain in place. It was agreed to continue to monitor the service on a monthly basis.	service delivery update and agreed to monitor monthly
10.3	Treasury Management Guidance Update This report was circulated prior to the meeting. The Committee noted that the update highlights the responsibilities of the Management Committee and agreed to attend training when available.	The Committee noted the Treasury Management Guidance Update and agreed to attend annual treasury management training
10.4	GDPR and FOI Request This report was circulated prior to the meeting and noted by the Management Committee. The Management Committee noted that GDPR and FOI requests remain low.	The Management Committee noted the annual report on GDPR and FOI
10.5	Risk Review: March 2022 This report was circulated prior to the meeting and noted by the Management Committee. The Management Committee discussed the risks facing the association and ways that they could be mitigated. The Management Committee agreed that the impact of the Ukraine war would be included as a risk	The Management Committee noted the Risk Review: March 2022 and agreed to update the quarterly risk review
10.6	Review of Business Plan Targets 2022 This report was circulated prior to the meeting and noted by the Management Committee. The Management Committee reviewed the priorities for and were pleased to note that progress was being made on the business plan targets	The Management Committee reviewed the Business Plan Targets 2022 and were pleased to note progress
10.7	Energy Advisor Post This report was circulated prior to the meeting and noted by the Management Committee. The Management Committee noted that Gardeen, Blairtummock and Provanhall had worked in partnership to receive funding with Connect Community Trust to fund a joint post to provide energy advice to tenants. The Management Committee were pleased that the tenants of Gardeen are being offered this additional resource.	The Management Committee noted the Energy Advisor Post and approved the shared post.

10.8	Staff Appraisals and Committee Reviews 2022 This report was circulated prior to the meeting and noted by the Management Committee. The Management Committee requested that the Director contact Jim Harvey and Share to explore options for Committee Reviews 2022	The Management Committee instructed the Director to ask Jim Harvey and SHARE to provide options for the Committee Reviews 2022
10.9	Verbal Report on Pendeen School Site The Management Committee noted that the Director and Senior Housing Officer would get an update at a meeting with Glasgow City Council later in the month. Springfield will start building in August 2023. The Management Committee noted that the bio-diversity investigations still require to be carried out.	The Management Committee noted the update on the Pendeen School site
10.10	Verbal Report on Equalities Guidance The Management Committee noted that the Scottish Housing Regulator has issued new guidance on gathering information to monitor equalities. Sarah Lack and Gary Ferguson will attend an EHRA training session on 22 March 2022 and will update committee.	The Management Committee noted the update on Equalities Guidance and agreed to shared working with EHRA
11.	Correspondence	
11.1	EVH - Pay Negotiations Update The Management Committee noted that discussions on the pay award for April 2022 are now in progress.	
11.2	Scottish Housing Regulations – Changes to ARC The Management Committee noted that there will be changes to the Annual Return on the Charter in relation to EESSH. The SHR will no longer collect indicators C12 (EPC's) or C13 (investment in the EESSH).	
12.	Health & Safety Report The Management Committee noted the updates from the Maintenance Consultant, Tom Atkinson And the focus on health and safety.	
13.	Newsletter & Social Media Spring Newsletter will be circulated in April and social media is updated regularly.	
14.	Repairs Draw The repairs draw for February 2022 has taken place.	
15.	Membership	

	There was one application for approval. Committee approved membership number 500.	
16.	Training Feedback Staff and Committee continue to attend training remotely. Staff and Committee are encouraged to attend any training of interest.	
17.	EHRA Update The Management Committee noted there would be a Hustings in April and a Community Festival.	
18.	EVH Monthly Report: Committee noted the February 2022 updates from EVH.	
19.	AOCB 20.1 Newsletter A Committee Member asked if an article could be written for the Spring Newsletter to remind tenants of their responsibility to pick up after their dogs and it was agreed to provide free dog bags for tenants. 20.2 Committee Communications The Management Committee noted that Gardeen were not renewing the licence for Mobi-Control. The Management Papers would be available from the Committee Area of the website.	
	The meeting closed at 9pm.	
20.	Date and Time of Next Meeting:	7 April 2022

APPROVED: _____

DATE: _____