

ate: 31 August 2025



TO ALL MEMBERS OF THE MANAGEMENT COMMITTEE

Dear Member

The next meeting of the **Management Committee** will be held on **Thursday 7 August 2025 at 6.30pm** at the offices of Gardeen Housing Association, 32 Garlieston Road, G33 4UD

The Agenda for the meeting is as follows:

1.	Sederunt		6.30pm
2.	Declaration of Interest and Committee Update- Staff 12.5 Recruitment and 12.6 Pension Valuation	Verbal Update	
3.	Notifiable Events Update	Verbal Update	
4.	Freedom of Information Update	Verbal Update	
5.	Presentation of Annual Accounts and Management Letter (Committee and Auditor to meet separately for part of meeting)	Auditor in attendance	
6.	Minutes of Management Meeting on 5 June 2025	Attached	
7.	Minutes of Office Bearers on 25 June 2025	Attached	
8.	Minutes of Office Bearers on 30 July 2025		
9.	Management Accounts to 30 June 2025	Attached	
10.	Factoring Report to 30 June 2025	Attached	
11.	Property Management Reports to 30 June 2025		
	11.1 Rent Account Management Report	Report Attached	
	11.2 Allocations and Voids Report	Report Attached	
	11.3 Repairs and Maintenance Report	Report Attached	
	11.4 Tenant Safety Report	Report Attached	
	11.5 Tenancy Sustainment Report	Report Attached	
12.	Directors Report		
	12.1 Review of Action Plan 2025	Report Attached	
	12.2 Internal Audit 2025 – Update	Report Attached	
	12.3 Annual General Meeting 2025	Report Attached	
	12.4 Committee Reviews 2025	Report Attached	
	12.5 Staffing Update: Confidential Report	Report Attached	

	12.6	Pension Valuation 2024 Update	Report Attached	
	12.7	Springfield Properties	Verbal Update	
13.	Correspondence		Report Attached	
14.	Health and Safety:		Report Update	
15.	Newsletter and Social Media		Verbal Report	
16.	Membership Applications		Application	
17.	Training Feedback		Verbal Update	
18.	EHRA Update- AGM 2025		Verbal Update	
19.	EVH Monthly Report – July 2025		Attached	
20.	GWSF Report- May 2025		Attached	
21.	AOCB – Community Defibrillator, Gardeen WhatsApp Rules		Discussion	
22.	Review of Meeting		Discussion	
23.	Action Notes to 5 June 2025		Attached	
24.	Date of Next Meeting Management Meeting Annual General Meeting – Barlanark Community Centre		4 September 25 17 September 25	8.30pm