

1.	Sederunt	Name	Position	Action
	Present	Corrina Brewer Sarah Lack Kirsty Bavidge Margaret Smith Michael McDevitt Marion Leat Rose O'Malley Dawn McMaster	Chairperson Treasurer Vice Chairperson Secretary Committee Member Committee Member Committee Member Committee Member	
	Apologies	Fiona Bowman Shona Johnston Catherine Brown Theodros Teklu Louise Hosie	Committee Member Committee Member Committee Member Observer Customer Services Assistant	
	In Attendance	Roslyn Crawford Lyndsay Moffat Suart Eglinton	Director Depute Director/Housing Manager SE Training (part meeting) Zoom	

2.	Declaration of Interest and Committee Update Staff declared an interest in item 8.1 Staffing Update. Katy Brown requested a three-month leave of absence due to work and study commitments, and this was approved by the Management Committee. Theodros submitted his apologies but would attend the Annual General Meeting.	Staff declared an interest in item 8 Staffing update. Committee approved a three month leave of absence for Katy Brown.
3.	Notifiable Event The Chairperson advised that an update on the outcome of the recruitment process had been provided to the Scottish Housing Regulator.	Committee noted that the SHR remained updated on the recruitment process.
4.	Freedom of Information (FOI) Update. There were two Freedom of Information requests on Violence at Work and evictions for anti-social behaviour.	Committee noted 2 FOI requests.
5.	Committee Training: Equalities and Human Rights Stuart Eglinton from SE training and was welcomed to the meeting to provide a training session on equalities and Human rights. Committee discussed the current law and the responsibilities of the Management Committee to provide a fair service to all and to make adjustments where required. Committee discussed the forthcoming changes including	Committee discussed the equalities and human rights training.

	changes o workers right and the impact of the Supreme definition of biological sex. Stuart was thanked for his presentation and discussion and left the meeting.	
6.	Minutes of Management Meeting held on 7 August 2025 The minutes were circulated prior to the meeting and noted by the Management Committee. There were no matters arising and the minutes were approved by Sarah Lack and seconded by Corrina Brewer.	Committee approved the minutes for the Management Meeting on 7 August 2025.
7.	Notes of Office Bearers on 27 June 2025 The office bearers meeting was postponed due to interviews for Director of Gardeen Housing Association.	No office bearers meeting held in June 2025
8.	Director Report	
8.1	Staffing Update: Confidential Report This report was circulated prior to the meeting and noted by the Management Committee. The Chairperson and Office Bearers updated the Committee on the recruitment process with EVH. Lyndsay Moffat was congratulated on her appointment as Director and would take up her new post on 13 October 2025. The new contract had been signed by both parties and references provided. Committee agreed to continue to work with EVH regarding a revised staffing structure for Garden HA.	Committee approved the decision to appoint Lyndsay Moffat as Director of Gardeen Housing Association and agreed to continue to work with EVH on staffing structure.
8.2	Annual Assurance Statement 2025 This report was circulated prior to the meeting and noted by the Management Committee. It was agreed to discuss and approve the Annual Assurance statement at the October Management Meeting. Committee also noted the guidance on assurance statements from the Scottish Housing Regulator.	Committee agreed that the Annual Assurance Statement would be discussed and approved at the October meeting.
8.3	Committee Training Plan 2025-2026 This report was circulated prior to the meeting. The Committee approved the training plan and liked the bite sized training available. Committee also noted the independent report on committee members with over 9 years experience and approved that Rose O Malley, Marion Leat, Sarah Lack and Corrina Brewer should re-stand for election. Committee approved that SE Training should carry out committee appraisals in 2026 and approved the committee info leaflet that would be distributed to	Committee approved the training plan, 9-year rule report and agreed that SE training should carry out

		committee appraisals in 2026.
8.4	Annual General Meeting 2025 This report was circulated prior to the meeting and noted by the Management Committee. The Committee approved the format of the Annual General Meeting 2025.	Committee approved the plans for the AGM 2025.
8.5	Planned Maintenance 2026-2029 This report was circulated prior to the meeting and noted by the Management Committee. Following discussion on costs, timings and staff capacity the planned maintenance programme for 2026-2029 was approved. It was noted that this could change dependent on costs.	Committee approved the planned maintenance programme for 2026-2029
8.6	Quarterly Risk Assessment: September 2025 This report was circulated prior to the meeting and discussed by the Management Committee. The Management Committee were satisfied with the risks that had been identified to September 2025.	Committee approved the quarterly risk assessment to September 2025.
8.7	Annual Returns: Scottish Housing Regulator OSCR and FSA This report was circulated prior to the meeting and noted by the Management Committee.	Committee noted that annual returns had to be made to the SHR, OSCR and FSA
8.8	Springfield Properties Committee discussed Pendeen School site.	Committee discussed Pendeen School site.
9.	Correspondence 9.1 Louise Hosie – CIH Level 3 Committee congratulated Louise on achieving level 3 CIH Certificate in Housing Practice. Louise would commence Level 4 in October 2025. 9.2 GWSF Conference November 2025	Committee noted the qualifications achieved by Louise Hosie. Noted
10.	Health and Safety Update: Health and Safety Responsibilities, Defibrillator Committee noted the updates from EVH	Noted
11.	Newsletter and Social Media Summer Newsletter is on the website and social media. Social media monitored and updated.	Noted
12.	Membership Applications Committee approved membership 512.	Committee approved

		membership 512
13.	Training Feedback The Vice chair was congratulated on gaining an HND in Quantity Surveying and was currently employed as a graduate apprentice with a Glasgow firm of quantity surveyors. Committee were pleased that this expertise was available on the Committee. Committee members agreed to update records on professional training gained at work. Training for Committee will continue to take place at monthly meetings.	Committee discussed training and qualifications
14.	EHRA Update: AGM 2025 It was noted that this event would take place on 10 September 2025	Noted
15.	EVH Monthly Reports: July and August 2025 This was noted by Committee.	Noted
16.	GWSF Report: July 2025 This was noted	Noted
17.	AOCB – Community Defibrillator Update, Inflation Management Committee discussed the new community defibrillator that had been installed and registered at the office of Gardeen Housing Association. Training would be provided for staff, committee and the community. Committee members were pleased with the role of the community in fund raising for this vital resource. Committee also noted the increase in inflation and the impact on rent increases.	Committee discussed the community defibrillator. Committee noted the increase in inflation.
18.	Review of Meeting Committee were satisfied that there was sufficient time to discuss the reports and make decisions.	Committee were satisfied with the discussion time available
19.	Action Notes to 7 August 2025 The meeting closed at 8.30pm.	Noted
20.	Date and Time of Next Meeting: Annual General Meeting – Barlanark Community Centre Management Meeting: 2 October 2025	17 Sept 25 2 October 25

APPROVED: _____

DATE: _____