

1.	Sederunt	Name	Position	Action
	Present	Corrina Brewer Sarah Lack Catherine Brown Rose O'Malley Michael McDevitt Fiona Bowman Marion Leat	Chairperson Treasurer Committee Member Committee Member Committee Member Committee Member Committee Member	
	Apologies	Margaret Smith Kirsty Bavidge Dawn McMaster	Secretary Vice Chair Casual Vacancy	
	In Attendance	Roslyn Crawford Lyndsay Moffat Louise Hosie Jim Harvey	Director Depute Director/Housing Manager Customer Services Assistant JH Consulting (Zoom) (part of meeting)	

2.	<p>Declaration of Interest and Committee Update: Leave of Absence Request. There were no declarations of interest. The Management Committee approved a three month leave of absence request for Shona Johnston due to personal reasons.</p>	<p>There were no declarations of interest. Committee approved 3 month leave of absence for Shona Johnston.</p>
3.	<p>Notifiable Event There were no notifiable events.</p>	<p>No notifiable events.</p>
4.	<p>Freedom of Information (FOI) Update Two Freedom of Information requests have been received. One regarding the number of evictions and one regarding violence at work.</p>	<p>Committee noted that 2 FOI requests had been received.</p>
5.	<p>Minutes of Management Meeting held on 2 May 2024 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 Catherine Brown.</p>	<p>Committee approved the minutes for the Management Meeting on 2 May 2024.</p>
6.	<p>Minutes of Special Management Meeting held on 23 May 2024 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 Catherine Brown.</p>	<p>Committee approved the minutes for the Special Management</p>

		Meeting on 23 May 2024.
7.	Notes of Office Bearer Meetings on 29 May 2024 The notes of the Office Bearers meeting on 29 May 2024 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.	Committee noted the Office Bearers meeting on 29 May 2024.
8.	Action Note of Meeting to 23 May 2024 The action note to 23 May 2024 was circulated prior to the meeting and noted by the Management Committee.	Committee approved the action note to 23 May 2024.
9.	Training: Asbestos: Depute Director/Housing Manager Committee worked through a module from the Virtual College, led by the Depute Director. Committee worked through the module on asbestos awareness. Committee learned about the typical uses of asbestos and asbestos containing materials. Members discussed the legislation that applies to asbestos management and were pleased to note the ongoing programme of asbestos testing. Staff and Committee members were reminded about the resources available and who to contact if required.	Committee completed a module of online training on asbestos awareness.
10.	Directors Report	
10.1	Business Plan 2024-2027: Jim Harvey, JH Consulting This report was circulated prior to the meeting and noted by the Management Committee. Jim Harvey discussed the new Business Plan in detail and noted that it included a Strategic Options Appraisal. Committee members were pleased to note that the Association had low rents, high levels of tenant satisfaction and that performance was in the top quartile of RSLs in Scotland across many Charter indicators. Members further noted that the Association has been financially prudent. Low borrowing means that the Committee can explore opportunities for future borrowing for development if this became available. Members discussed that tenant safety and homelessness were a priority and that the requirements for net zero are still unknown so should be monitored. FMD Financial Services provided the data for the financial projections. JH Consulting noted that the Association has a history of being independent and effective and should continue to consolidate on their existing work. There was a strong local Committee and no governance issues. Committee members advised that they were satisfied that the new Business Plan was comprehensive, robust and up-to-date. Committee approved the Business Plan 2024-2027.	Committee discussed and approved the Business Plan 2024-2027
10.2	Quarterly Risk Review This report was circulated prior to the meeting and noted by the Management Committee. Committee discussed and reviewed the risks to June 2024. Wylie Bisset had recommended that a revised risk register should be introduced to allow the committee to monitor risks.	Committee discussed and approved the quarterly risk review report.

	Committee advised that they liked the revised layout. Committee noted and approved the quarterly risk review.	
10.3	Quarterly Treasurer Checks The Treasurer provided a verbal update about the independent assessment that is undertaken by the Finance Agent and Treasurer. The Treasurer confirmed that the checks were up to date and that there were no areas of concern. Committee members noted the update from the Treasurer.	Committee noted the independent assessment from the Finance Agent and Treasurer.
10.4	Tenant Satisfaction Survey 2024 This report was circulated prior to the meeting and noted by the Management Committee. The Management Committee noted that Research Resource will be carrying out the survey in-person with tenants from 3 June to 5 July 2024. Members discussed the trends affecting results across the sector including rent increases, energy costs, delays to improvements works and value for money. The outcome of this will be discussed at the Management Committee meeting in August. The Committee approved the tenant satisfaction survey and survey questions.	Committee discussed and approved the tenant satisfaction survey and survey questions.
10.5	Finance Audit This report was circulated prior to the meeting and noted by the Management Committee. The Committee discussed the finance audit that took place during May 2024. Members noted that there was increased testing as there are more concerns about risk and cyber security across the sector. The Treasurer is invited to a closing audit meeting in July to discuss the findings and a further update will be given in a future committee meeting. Committee members noted the update on the finance audit.	Committee noted the update on the finance audit.
10.6	Health and Safety for Tenants This report was circulated prior to the meeting and noted by the Management Committee. The Committee discussed the range of organisations the Association works in partnership with to deliver a maintenance service to tenants. The Committee were pleased that external assurance is obtained by working alongside partner organisations who have the expertise the Association needs. Members noted that the Association is compliant in relation to tenant safety. Committee members noted the update on health and safety for tenants.	Committee noted the update on Health and Safety for tenants.
11.	Correspondence 11.1 Springfield Update: Pendeen Road 11.2 Scottish Housing Regulator updates	Noted
12.	Health and Safety Update Committee noted the health and safety update on the responsibilities the Management Committee has. Members noted the policy statement for signature.	Committee noted the health and safety update
13.	Newsletter and social media	Noted

	Newsletter issued March 2024. Social media monitored and updated.	
14.	Membership Applications No new membership applications were received.	Noted
15.	Training Feedback Training courses encouraged for all staff and committee. Committee expressed positive feedback about the asbestos training they had received.	Committee noted the ongoing training and provided positive feedback
16.	EHRA Update: Meeting with Minister for Housing and Hustings. Meeting with Minister for Housing cancelled due to resignation of First Minister in April 2024.	Committee noted EHRA update
17.	EVH Monthly Report: May 2024 This report was circulated prior to the meeting.	Committee noted EVH May 2024 report
18.	GWSF Monthly Update: May 2024 This report was circulated prior to the meeting.	Committee noted GWSF May 2024 report
19.	AOCB There were no items for discussion under AOCB.	
20.	Review of Meeting Committee members were pleased with the new start time and felt there had been sufficient time to discuss the agenda items.	
	The meeting closed at 8.30pm.	
21.	Date and Time of Next Meeting: Management Meeting	1 August 2024

APPROVED: _____

DATE: _____