

Committee Minutes

Minutes of Date Held	Management Committee Meeting Tuesday 26 th August 2025 at NGH A offices at 200 Crown Street, Glasgow, G5 9AY at 6.30pm
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Present	Jean Miller (Chair), Aaron Reilly (Vice Chair) Iain McCreaddie (Secretary) Liz Peden, Pauline McKeever, Andrew Donat, Cal Duffy, Linda Malone, Shahila Mandaniya, Kirsten Adams-Mackenzie and Catherine Docherty (Co-optee)
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In Attendance	Fraser Stewart - Director Chris Rothnie - Head of Governance & Communications Jennifer Crocock - Office Manager
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1. APOLOGIES

Apologies were submitted by Przemek Pikula, Raymond Shannon, Mari Clark and Maureen McEnroe.

2. PREVIOUS MINUTES

i) Management Committee	09.06.25
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The above minutes were **approved** as a true and accurate record.

Proposed by : Aaron Reilly
Seconded by : Kirsten Adams-Mackenzie

For Ratification:

i) NGPM	09.12.24
ii) NGPM	10.03.25
iii) Finance Sub-Committee	10.03.25
iv) Group Audit Sub-Committee	10.03.25
v) Development Sub-Committee	14.04.25
vi) Property Services Sub-Committee	20.05.25

3. DECLARATIONS OF INTEREST

None.

Catherine Docherty joined the meeting at 6.40pm.

4. MATTERS ARISING

i) Demolition Site – Dust

A meeting was held between NGHHA, Dem-Master, and local residents to address concerns regarding dust emissions from the demolition site. NGHHA confirmed that Dem-Master has implemented satisfactory measures to manage the issue on a daily basis.

5. SUB-COMMITTEE ROUND UP AND STAFF BULLETIN

i) Sub-Committee Round Up

Committee noted the content of the previously distributed Sub-Committee Round Up.

ii) Staff Bulletin

It was noted that the recent Staff Bulletin had been circulated to committee members by email for their information and that this would be the process going forward to ensure that Committee received the information timeously.

6. BUSINESS PLAN

i) Draft Business Plan design

Chris Rothnie, Head of Governance & Communications, delivered a brief presentation on the externally designed draft of the approved business plan. The version designed for publication is intended to provide a clear and accessible overview of the Association's current business plan.

Following discussion, the Committee noted the following points were to be raised with the designer:

- a) The document should undergo a full accessibility review.
- b) A broader representation of NGHHA's stock should be included, rather than focusing solely on new build properties.

It was agreed that the final version of the business plan would be published on the Association's website and distributed to all NGHHA members.

Committee will receive ongoing updates on progress.

7. DEVELOPMENT AND ACQUISITION

Committee noted the content of the previously distributed report and appendices that gave a summary and breakdown of the following points:

i) Adelphi Site (slides)

The Director presented a series of slides from the preferred bidder, outlining aspirational proposals for the Adelphi site, which was developed in collaboration with the Association.

The Committee expressed strong support for the proposed plans, which include 75 social rent flats, and up to 30 mid-market rent flats, and approved that the Association pursue its involvement in the development.

Progress updates will be provided to the Committee in due course.

ii) Oxford Street

Following discussion, the Committee **approved** that any final agreement or settlement arising will be subject to Management Committee approval, or Office Bearer approval if time constraints apply.

It was noted that Glasgow City Council's Divisional Director of Development & Regeneration is scheduled to visit the office on Wednesday 3rd September and would participate in a walk round of Oxford Street alongside Cumberland Street, McNeil Street and the riverfront.

iii) 10 Commercial Court

Committee noted the progress and **approved** the acquisition of 10 Commercial Court for a nominal sum of £5,000, with the Association covering our own legal fees.

8. PROCUREMENT

i) Update

Committee noted the contents of the report prepared by Amanda Irwin, Finance Manager. It was confirmed that the Annual Procurement Report, outlining procurement activity and strategic direction for the year, will be presented at the next meeting.

The Committee also noted that work is ongoing to compile evidence for the delayed Level 1 Scotland Excel assessment, which is expected to be scheduled in the coming months.

ii) Procurement Strategy

Committee noted the contents of the previously distributed report and appendix. It was acknowledged that sustainability considerations will be incorporated into the Strategy, were reasonably practicable.

Committee **approved** the Annual Procurement Strategy for 2025/2026.

9. HEALTH AND SAFETY MATTERS

No business.

10. HR

i) Update

Committee noted the content of the previously distributed report which provided an update on current HR workload.

The report included updates on:

- HR Software System – Cascade (HR) and Synel (Attendance)
- Protection of Vulnerable Groups
- Recruitment activities

11. RISK STRATEGY

No business.

12. LEGAL AND REGULATORY UPDATE: SHR, OSCR, SPSO, SCOTTISH GOVERNMENT

i) Notifiable Events

Chris Rothnie advised that one open notifiable event remains in relation to the disposal of land to Scottish Power. The Scottish Housing Regulator will be sent a copy of the signed lease when this is available to allow the notifiable event to be closed.

ii) Legal & Regulatory Update

Committee noted the content of the previously distributed report and highlighted the following points:

Scottish Government:

- The requested information regarding cladding was submitted on 8th August 2025.

Scottish Housing Regulator Updates:

- Report on Social Landlord Self Assurance – August 2025
It was noted that reporting on financial covenants will be reviewed to assure that Committee are fully assured. Notifiable Events Report – July 2025
- Regulator's national panel gives insight into tenants' views on dampness and mould – July 2025
- Update from Reinforced Autoclaved Aerated Concrete (RAAC) data collection – July 2025

NGHA's senior management team will be reviewing SHR's recommendations for the above points and applying relevant recommendations which will be reported on at a future meeting.

13. GOVERNANCE UPDATE

i) Update

The Committee noted the contents of the previously distributed report.

It was agreed that the executive summary trial at the beginning of reports was a welcome addition and **approved** its adoption for future reports.

A further trial will be conducted on selected reports for the next meeting, which will include an appendix outlining Assurance mapping status.

A report and development plan will also be presented at the next meeting to provide feedback on the recent Committee performance reviews.

ii) Appointment of Consultant – Review of Standing Orders and Non-Financial Delegated Authorities

Committee noted the content of the previous distributed report.

Following discussion, Committee **approved** the appointment of a suitably qualified consultant, selected by the Director, to support the Association's review of its Standing Orders and Non-Financial Delegate Authorities.

iii) Rule 68 Compliance 2024/2025

Committee noted the content of the previously distributed report by NGHHA Secretary which confirmed compliance with NGHHA Rules.

iv) Privacy

The Committee noted the contents of the previously distributed report and appendices. It was further noted that the Privacy Policy itself had been omitted from the circulated papers but was distributed at the meeting.

There were no material changes to the policy since the last review. However, the Committee noted that a further review will take place once specific provisions from the Data (Use and Access) Act 2025 have been identified over the next 18 months.

14. COMMUNICATIONS UPDATE

i) Annual Report and Performance Report 2023/24

Committee noted the contents of the previously issued report, along with the Annual Report, which will be circulated to NGHHA members ahead of the upcoming AGM.

It was noted that recommendations from the Tenants Panel will be incorporated into this year's Annual Performance Report.

The Annual Performance Report will be finalised for distribution by October 2025 and issued to all tenants and factored owners. Both the Annual Report and the Annual Performance Report will also be published on the Association's website.

15. EQUALITIES

i) Equalities Data Collection Update

Committee noted the contents of the previously distributed report.

Committee **approved** the proposal to conduct a Tenant Satisfaction Survey in Summer 2026 and also **approved** the appointment of Research Resources to analyse existing tenant equalities data, at a cost not exceeding £5,000.

Committee noted that comprehensive equalities questions will be integrated into the 2026 Tenant Satisfaction Survey.

16. MEMBERSHIP APPLICATIONS

Minuted under closed session.

17. A.O.C.B.

No further business.

The meeting closed at 7.37pm.