

1.	Sederunt	Name	Position	Action
	Present	Corrina Brewer Margaret Smith Sarah Lack Catherine Brown Michael McDevitt Rose O'Malley Ryan Cowan Shona Johnston Dawn McMaster	Chairperson Secretary Treasurer Committee Member Committee Member Committee Member Committee Member Committee Member (Zoom) Casual Vacancy	
	Apologies	Marion Leat Fiona Bowman Kirsty Bavidge	Committee Member Committee Member Committee Member	
	In Attendance	Roslyn Crawford Lyndsay Moffat Louise Hosie Gerry Kelly	Director Senior Housing Officer Customer Service Assistant Kelly & Co Solicitors (Zoom) (part)	

2.	Declaration of Interest and Committee Update: Welcome and Nomination of Vice Chair. Committee welcomed a new member to the meeting and discussed the nomination of Vice Chair. Committee members declared an interest in item number 11.4. Donations. It was agreed to confirm the post of Vice Chair at the February 2024 meeting.	Committee welcomed the new member to the Committee and discussed the Nomination of Vice Chair.
3.	Code of Conduct and Confidentiality Committee were reminded of the code of conduct and that management meetings are confidential.	Committee noted the reminder on confidentiality and code of conduct.
4.	Notifiable Event There were no notifiable events.	No notifiable events.
5.	Freedom of Information (FOI) Update There were no Freedom of Information requests.	No FOI requests received.
6.	Minutes of Management Meeting held on 2 November 2023 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.	Committee approved the minutes for the Management Meeting on 2 November 2023.

7.	Notes of Office Bearer Meetings on 22 November 2023 The notes of the Office Bearers meeting on 22 November 2023 were circulated prior to the meeting and noted by the Management Committee.	Committee noted the Office Bearers meeting on 22 November 2023.
8.	Action Note of Meeting to 2 November 2023 The action note to 2 November 2023 was circulated prior to the meeting and noted by the Management Committee.	Committee approved the action note to 2 November 2023.
9.	Legal Training: Arrears Recovery Update Gerry Kelly from Kelly & Co Solicitors provided members with an update regarding arrears recovery and the Court system. Members were provided with an update regarding the volume of cases in the Court system, the number of times cases were calling in Court and the increased volume of Proof Court callings. Committee members discussed the potential impact on rent arrears recovery for the Association. Gerry Kelly was thanked for his presentation and left the meeting.	Committee completed Arrears Recovery Training with Gerry Kelly, Kelly & Co Solicitors.
10.	Budget 2024-2025: First Draft This report was circulated prior to the meeting and noted by the Management Committee. Committee discussed the budget for 2024 – 2025. This is a challenging subject due to the rising cost an inflation. This draft includes new windows for Phase 2 along with ongoing financial projections and a stock condition survey in 2024. Committee discussed the rent increase consultation and after robust debate approved tenant consultation on a proposed rent increase of 6% for 2024/25. There were no changes proposed for the first draft of the budget for 2024/2025.	Committee discussed first draft of the budget for 2024 – 2025 and approved tenant consultation for a proposed rent increase of 6%
11.	Directors Report	
11.1	Springfield Properties Update Committee noted the update regarding Springfield properties and the development on Pendeen School Site on Pendeen Road. Committee members noted that a meeting on 21 November 2023 confirmed that on October 2023 Springfield did apply for planning for 84 units. Work will not start until 2025 if planning is passed. Committee members discussed the risks of new build housing due to increased costs and agreed to monitor the position with Springfield and Glasgow City Council. The Committee noted recent press article with Springfield’s proposal to sell land worth £4.2m. It was agreed to monitor the position with Springfield and to explore the costs and risks of development further.	Committee discussed the update regarding Springfield properties required to meet new regulatory framework.
11.2	Review of Regulation Response Committee members discussed the proposed changes to the regulatory framework. The review shows an emphasis on the annual assurance statement. Following discussion, it was agreed that	Management Committee discussed the review of the Regulatory

	Gardeen would submit a response to the Scottish Housing Regulator consultation.	Framework and agreed to submit a response.
11.3	Risk Management Review Management Committee discussed and reviewed the proposed changes to the risk Management process. This revision was based on changes proposed by the internal auditor as part of the internal audit process.	Management Committee discussed and approved the proposed changes to the risk Management process.
11.4	Donations for Christmas 2023 Committee members discussed Christmas donations for 2023 with declaration of interests declared by Chairperson, Secretary and two other Committee Members. Following discussion, it was agreed that a donation of £250 be made to three local organisations: Barlanark 166th Scouts, Barlanark Out of School Care and the Northeast Foodbank. Committee also agreed to a single persons raffle where 14 single persons households will receive £25 each picked by a draw.	Committee declared interests, discussed and approved Christmas donations for 2023.
11.5	External Subscriptions Management Committee discussed the subscriptions for 2024 – 2025 and following discussion agreed to withdraw from SHARE for one year due to costs. It was agreed to join GWSF who provided support training and guidance to smaller housing associations.	Management Committee discussed the subscriptions for 2024 – 2025 and decided to leave SHARE and join GWSF.
11.6	Business Plan Update Management Committee discussed the cost plan for the Business Plan and following discussion approved the costs and proposal. It was noted that a meeting would be held with Jim Harvey consultancy would be held in January 2024.	Management Committee discussed and agreed the cost proposal for the 2024-2027 Business Plan.
11.7	Homeless Update and Glasgow City Council Management Committee discussed the impact of homelessness on Gardeen allocations. Senior officers from housing associations were invited to attend a meeting on 14 December 2023. Committee were informed that there are over 1,000 applications for a Gardeen home and there are around 15 empty homes available each year. There would therefore be pressure on homeless referrals in 2024.	Management Committee discussed the impact of homelessness on Gardeen allocations.
12.	Correspondence 12.1 Glasgow City Council: Homelessness and Housing Investment Plans	Noted

	<p>Committee noted the pressure on lets to homeless as a result of pressure from asylum claims and the plans for new homes in Glasgow</p> <p>12.2 Scottish Housing Regulator and Finance Committee noted and discussed the financial pressure on housing associations and the reduction in plans for new homes.</p>	
13.	<p>Health and Safety Health and safety training for the committee is ongoing.</p>	<p>Committee noted that Health and safety training is ongoing.</p>
14.	<p>Newsletter and social media Committee members were notified that Winter newsletter was going to published on the website and were asked for contributions to social media posts.</p>	<p>Noted</p>
15.	<p>Membership Applications No new Membership applications were received.</p>	<p>Noted</p>
16.	<p>Training Feedback Training courses encouraged for all staff and committee. Committee members agreed to attend health and safety online training available through the virtual college.</p>	<p>Committee approved health and safety training.</p>
17.	<p>EHRA Update Quarterly meetings established for EHRA Meeting. Next meeting 13 December 2023. Senior officers meeting and Chairs meeting quarterly.</p>	<p>Committee noted EHRA update</p>
18.	<p>EVH Monthly Report: November 2023 This report was circulated prior to the meeting.</p>	<p>Committee noted EVH November 2023 report</p>
19.	<p>AOCB Christmas Lunch and Secret Santas: 13 December 2023</p>	
	<p>The meeting closed at 9.00pm.</p>	
20.	<p>Date and Time of Next Meeting: Special Management Meeting: Policy Reviews</p>	<p>Thursday 18 January 2024</p>

APPROVED: _____

DATE: _____