

MINUTES

COMMITTEE: MANAGEMENT COMMITTEE

DATE: MONDAY 16th FEBRUARY 2026

VENUE: CONFERENCE ROOM, 40 WEST STEWART STREET OR
REMOTELY VIA ZOOM

TIME: 6:30 PM

PRESENT: SANDRA MCMENAMIN (SM) (CHAIR)
RONNY LEE (RL) (CHAIR)
JIM MCELENY (JM_cE)
NANCE SMITH (NS)
OLIVE YIGA (OY)
WILLIE WILSON (WW)
JUNE GLANCY (JG) (SECRETARY)
AYODELE ONI (AO)(CO-OPTEE) (*Virtual*)
KIRSTY WILSON (KW) (*Virtual*)

IN ATTENDANCE: - SEAN CONNOR, CHIEF EXECUTIVE OFFICER (CEO) (*Virtual*)
KES CAMERON, DIRECTOR OF FINANCE (DOF)
SUKHDEEP HOPPER, DIRECTOR OF PROPERTY (DOP)
JULIE MCEWAN, DIRECTOR OF HOUSING (DOH)
KIRSTY DAVIS, SENIOR COMPLIANCE & GOVERNANCE OFFICER
(SCGO)
MARY MCCREADIE, CORPORATE SERVICES & ADMIN
SUPERVISOR (MINUTE TAKER)

APOLOGIES:- MARGARET MCKAY (MM_cK)
VERONICA RASMUSSEN (VM) (VICE-CHAIR)
DAVE ROBINSON (DR)(CO-OPTEE)

REFERENCE: MIN/MAN/16FEB26/MMCC

Item	Lead Action	Time-scale
1.0 CHAIRPERSON'S REMARKS		
1.1 Health and Safety The Chair advised members of the relevant Health & Safety procedures.		
1.2 Apologies Apologies were received from MMcK, DR & VR.		
1.3 Declaration of Interest [REDACTED] declared an interest in Item 4.4, noting they are a factored customer of OTHA. The DOH clarified that the Service Charge Policy applies to tenants only.		
1.4 Gift & Hospitality Register Members noted the following items received: 30/01/2026 - [REDACTED] - 2 Boxes of Biscuits 03/02/26 - Owner at [REDACTED], 6 Cans of Beer		
2.0 FOR APPROVAL / RATIFICATION		
2.1 Management Committee Meeting of 26 th January 2026 The minutes of the Management Committee Meeting of 26 th January 2026 were proposed by JMcE and seconded by JG as a true and accurate record of the meeting. The Chair thanked RL for chairing this meeting in their absence.		
2.2 Matters Arising None.		
2.3 Use of Seal No items.		
3.0 DEFERRED ITEMS/ROLLING ACTION SCHEDULE		
The CEO confirmed that Items 4.11 (Sustainability Strategy) and 4.12 (Development Strategy) had previously been agreed for consideration in Q1 2026/27. Noted by Members.		
4.0 FOR DECISION		
4.1 2026/27 Final Draft Budget & Financial Business Plan / 30 yr cost projections The DOF talked through this report in detail and gave a PowerPoint presentation on the 26/27 Final Draft Budget, the corresponding 5-year Financial Statements and 30-year Cashflow Forecast. A Member asked for clarification on the revolving credit facility. The DOF advised this is a historical facility and covers day to day cash flow and more can be drawn down if required. Members considered the 2026/27 Final Budget noting the assumptions used as a basis for the budget and financial plan. This was approved by NS and seconded by JMcE.		

Item	Lead Action	Time-scale
<p>4.2 2026/27 Financial Plan Sensitivity Testing</p> <p>The DOF provided a detailed power-point presentation to Members showing various sensitivity testing scenarios. A Member reiterated the importance of the Treasury Management Plan that is considered at the FS&GPSC, as this all ties into the Financial Plan. A Member asked if investment income had been considered. The DOF advised it was included but the return isn't large enough to be included in the presentation. Members noted the Financial Plan Sensitivity Testing and thanked the DOF for an informative presentation.</p>		
<p>4.3 Rent Consultation</p> <p>The DOH talked through this report in detail. Members were pleased to note that our increase would be the lowest from the local RSL's. KW, who was attending remotely wished to raise a question but had some technical issues. The DOH advised KW to raise her question by email and the DOH will share the question and response with the MC. Members considered the standard rent increase at 4.6% noting this will apply to all tenancies, occupancy agreements, domestic leases and sharing owners. This was approved by NS and seconded by JG.</p>		
<p>4.4 Service Charge Policy Review</p> <p>The DOH talked through this report and Policy. Members considered the service charges specified in the Service Charge Policy for 2026/27. This was approved by JG and seconded by WW.</p>		
<p>4.5 Entitlements, Payments and Benefits Policy</p> <p>The SCGO gave an overview of the proposed changes to the Policy. The Policy has been reviewed to ensure continued compliance with regulatory and legal expectations. Members considered the proposed changes. This was approved by NS and seconded by OY for immediate use. The SCGO advised the new approved Policy will now be issued to all Staff and Committee.</p>		
<p>4.6 Governing Body Action Plan</p> <p>The SCGO gave an overview of the Draft Action Plan following the recent Management Committee annual review process. Training is being arranged, and a Doodle poll will be circulated to agree a date for the equalities session in April. Members approved the key development actions, monitoring process and review periods as shown in the plan.</p>		
<p>5.0 FOR DISCUSSION</p>		
<p>5.1 Strone Farm Update</p>		



Item	Lead Action	Time-scale
5.2	CEO Update	
	The CEO gave an overview of his workload during the 3 rd quarter of 25/26. Noted by Members.	
6.0	FOR INFORMATION / ASSURANCE	
6.1	2025/26 IMP 3 rd Quarter Review	
	The CEO provided an overview of the Policy Review Timetable. Noted by Members.	
6.2	2025/26 Policy Review Timetable 3 rd Quarter Review	
	The SCGO provided an overview of the Policy Review Timetable. The SCGO confirmed the Senior HR Officer has advised a Draft People Strategy will be presented to Members in June and not Quarter 4 as stated the update. Noted by Members.	
6.3	2025/26 Risk Map 3 rd Quarter Review	
	The CEO provided an overview of the Risk Map. The CEO advised he had met with AO who had gave constructive feedback in relation to the risk map. The CEO advised it was likely the risk map will be redesigned for next year. Noted by Members.	
6.4	2025/26 Customer Care 3 rd Quarter Review	
	The SCGO provided an overview of the Customer Care Review. It was noted that there had been a slight dip in performance in relation to returning calls by the next working day. It was explained it was likely the calls had been returned but the spreadsheet not updated. The SCGO will send a reminder to staff and monitor performance. Noted by Members.	
6.5	2025/26 Complaints 3 rd Quarter Review	
	The DOH provided an overview of the Complaints Report. Noted by Members.	
6.6	2025/26 Community Engagement 3 rd Quarter Review	
	The DOH provided an overview of the Community Engagement Report. The DOH confirmed the Community Engagement Officer will be attending the May Meeting to present the next quarterly report in person and to meet Members. Noted by Members.	
6.7	2025/26 FOI/GDPR 3 rd Quarter Review (enclosed)	
	The SCGO gave on overview of the FOI/GDPR Report. Noted by Members.	
6.8	2025/26 Annual Assurance Statement Action Plan	
	The SCGO gave an overview of the Annual Assurance Statement Action Plan. Noted by Members.	

Item	Lead Action	Time- scale
6.9 Change of Auditors Legal Entity The DOF presented the report. Members noted the change in legal entity of the external auditors and that a notifiable event was opened and closed in relation to this matter.		
6.10 EVH Pay Negotiations Update Report The CEO confirmed a 5.1% rise effective from 1 st April 2026, had been agreed as part of a 2 year deal. A new arrangement isn't required until April 2027. Noted by Members.		
7.0 AFFILIATIONS/TRAINING & CONFERENCES		
7.1 SFHA Governing Body Members Conference 2026 The CEO advised that any Members wishing to attend the SFHA Annual Conference should inform Mary. RL advised he wished to attend. Noted by Members.		
7.2 GWSF Membership Renewal 2026/27 The CEO advised the 2026/27 GWSF membership subscription was due for renewal and recommended that membership be continued. Approved by Members.		
8.0 FORWARD PLANNER Noted by Members.		
9.0 A.O.C.B.		
9.1 Internal Audit – Tender Option The SCGO gave an overview of the report seeking approval to utilise the optional 2 year extension available under the existing internal audit services with TIAA. Members considered the utilisation of the optional 2 year extension & noted that annual audit plans will continue to be brought forward for Committee approval in line with existing governance arrangements. This was approved by KW and seconded by AO.		
9.2 CIH Membership The CEO advised some Members had expressed an interest in attending the upcoming CIH Conference but in order to go, you must have an individual membership. If anyone wishes to attend the Conference to let Mary know. KW advised she would like to attend the Conference, and this will include becoming a CIH Member. Noted by Members.		

The meeting finished at 7.40pm with a vote of thanks to the Chair.