

## 1. Present and apologies

### Present

J Brannan	S da Silva Valente
C Stewart	S Brannan
J McFarlane (online)	I Phillips (Casual Vacancy)
H Ahmadi (Co-optee)	

### In attendance

P Baylis	E McShane	K Cowan
C McCulloch	L Crawford (Minutes)	P Long (FMD)

- 1.1 Apologies were received from S McDonald, T Bowie, A Sproul, C Love, K McGinley and M Dabek.
- 1.2 As the Chair was not in attendance, J Brannan (Vice Chair) chaired the meeting.

## 2. Declaration of interests

- 2.1 There were no declarations of interest.

**Noted**

## 3. Minutes of previous meetings

- 3.1 The minutes of the Management Committee meeting held on 23 April 2026 were proposed by S Brannan and seconded by J McFarlane.

## 4. Matters arising from previous meeting

- 4.1 P Baylis shared that F John's special leave had ended on 30 March 2026, but he did not attend our meeting on 23 April 2026, therefore in accordance with our rules he would no longer be a member of the Management Committee. As we were reaching out to him to discuss next steps, we sadly learned of his passing. Details have been shared with staff and Committee regarding his funeral.

**Noted**

- 4.2 E McShane advised that I Phillips and H Ahmadi had accepted their invitations to be co-opted onto the Management Committee, however in line with our rules, if a committee member leaves in the year, the Committee would be able to offer a casual vacancy until the AGM. I Phillips accepted the casual vacancy.

*Following this item, we proceeded with Item 6.1 and Item 6.2 then returned to Item 5.1.  
P Long left at 18:33 after Item 6.2, C McCulloch left the meeting after Item 6.3 at 18:58.  
In keeping with the prepared agenda these items are recorded under the relevant sections.*

## **5. Governance report**

### **5.1 Risk Management matrix- mid year review**

5.1.1 E McShane presented the report outlining our mid-year review of the risk register, which was discussed at the Assurance Sub Committee in May. As part of this review process, we have incorporated an 'operational enhancement' column into the matrix, following the recommendation from the internal audit process in December 2025.

5.1.2 E McShane covered our two highest risks in relation to the costs of goods and services, which has been on our register for some time, and our other high risk in relation to void periods at our care and the community properties. E McShane updated that we had a tenancy signed up in February 2026, with another tenancy planned for June 2026. We are continuing to engage with the provider and social work to ensure that a tenant is found for the remaining property as soon as possible.

5.1.3 E McShane presented the proposed new risks on the register in relation to the care and community and the impact of the planned new build development in Drumchapel by Keep Moat Scotland.

5.1.4 E McShane advised that we received notification at Glasgow West of Scotland Forum meeting that there would be a city-wide service review in supported accommodation. Since then, we have been working to establish the potential impact on the Association. At the Assurance Sub Committee, we agreed that while the full implications are not clear at this stage, it is appropriate to add this as a new risk, as there would be a significant impact should Health and Social Care Partnership (HSCP) attempt to move the existing service users, or even cease to provide new referrals. We have therefore scored this risk as 10 at present (Likelihood – 2, Severity – 5).

5.1.5 The Management Committee discussed the potential impact of the two proposed additions to the risk register and agreed that they should be added.

## **5.2 Governance report – standing items**

5.2.1 P Baylis presented the report, which contains governance standing items we report on every month. The following items were specifically discussed:

- There were no entitlements, payments or benefits entries on the register since the last meeting.
- There are no open notifiable events, however since the papers were issued, we had contacted our Regulation Manager following the death of F John, advising of the end of his special leave and as he had missed 4 meetings and would no longer be on the Committee. The Scottish Housing Regulator has confirmed this should not be raised as a notifiable event at this time.
- The Regulator is not currently engaging with us.
- E McShane highlighted the recent SHR guidance which had been added to Decision Time for consideration:
  - (I) On 30 April, the SHR published a report on how they intend to include tenants and service users in their work in the coming year.
  - (II) On 11 May the SHR launched a consultation on changes to the determination of accounting requirements. We typically participate through membership bodies such as the Glasgow & West of Scotland Forum and SFHA who collate responses across the sector.
  - (III) On 20 May the SHR shared the research reports from the National Panel of Tenants and Service Users 2025-26.
  - (IV) On 21 May, the SHR updated two information sheets in relation to whistleblowing.
- Risk was covered under Item 5.1 and there is nothing further for noting.
- L Crawford concluded the report outlining that the EVH AGM would be on the 8 June and the EVH conference will be held on 29-30 October.

**Noted**

## **6. Director's report**

### **6.1 Management Accounts to March 2026**

6.1.1 P Long presented the report highlighting that the operating surplus to 31 March 2026 is £1.086 million which is higher than the budgeted surplus of £781,900. Capital expenditure in the year was £712,600 made up of the 2024/25 balance for the window contract, new bathrooms and other essential components.

- 6.1.2 P Long noted the positive arrears balance and that the cash balance at March 2026 was £3.521 million however there will be additional year end transactions that will alter the value of debtors and creditors.
- 6.1.3 P Long took members through management expenses, highlight variances in staff cost in relation to the salary sacrifice scheme and pensions. P Long highlighted variances in specialist fees, in relation to stock condition survey spend.
- 6.1.4 P Long summarised our liabilities in relation to pensions and loans, concluding that the value of the organisation was 17.7million at 31 March 2026. P Long confirmed that covenants would be met with a significant amount of headroom.
- 6.1.5 Committee approved the management accounts to March 2026.

## **6.2 Five- year financial projections**

- 6.2.1 P Long presented the report and the full return in its draft form as it would be submitted to the Scottish Housing Regulator before the 31 May 2026. P Long advised that it is a standard format in line with previous years.
- 6.2.2 P Long explained the assumptions used to create the projections, highlighting the increase of cash in each year. The return assumes inflation (CPI) would be 3.8% in Year 1, 2% in years 2-5 and assumed rents would increase by 1% above CPI in Year 1 and by CPI only thereafter.
- 6.2.3 P Long summarised that the return indicated that we would continue to comply with covenants and pay off loans. P Long highlighted the positive ratio analysis, which indicates that Cernach will continue to be financially healthy organisation.
- 6.2.4 Members discussed our approach to the rent increase over the next few years and noted the positive cash balance. Members approved the five-year financial projections.

## **6.3 External audit update**

- 6.3.1 P Baylis presented the report advising that we had a new audit partner, A Devine, in line with auditing standards it is good practice to rotate partners if they have worked with an organisation for a long time. The audit plan for 2026 was noted by Committee and members were reminded they can contact her direct if they require.

## **6.4 Committee appraisals**

- 6.4.1 L Crawford presented the report with the proposal to conduct the annual committee appraisals in house this year, following the independent assessment last year by Share. Appraisals would be in a similar format to previous years with a survey and a then a 1-2-1 interview, starting on 19 June and reporting back to Committee at the August meeting. Committee approved the appraisal process for 2026.

## **7. Operations report**

### **7.1 Annual return on the charter (ARC)- 2025/2026**

- 7.1.1 K Cowan presented the Annual Return on the Charter 2025/26 which is due for submission by 31 May 2026.
- 7.1.2 K Cowan highlighted key changes in our performance, notably around our satisfaction indicators, which is being monitored closely, and we are following up with those who indicated lower satisfaction. K Cowan noted a positive performance in gas safety, void loss and emergency repairs timescales.
- 7.1.3 Committee noted the full return and gave approval for it to be submitted to the Regulator.

### **7.2 Ground Maintenance Contract update**

- 7.2.1 K Cowan recapped on the procurement of our existing contract with Govan Home team, which was agreed on the basis of two years, with the option to extend for a further two years, on an annual basis. At the progress meeting in December 2025, the contractor performance, service delivery and current budget position were discussed, along with the contract clause allowing for an extension. Govan Home team confirmed their interest in continuing the contract for another year, which the Association agreed to.
- 7.2.2 K Cowan advised there is an option to have one final year long extension, subject to satisfactory performance. We will continue to review the service provided before seeking a decision, which will be brought to Committee for approval.

**Noted**

## **8. Policy review**

- 8.1 There are no policy reviews due this month.

## **9. Sub Committee minutes, feedback and recommendations**

### **9.1 Operations Sub Committee**

9.1.1 The minutes from the meeting on 26 February 2026 were noted. K Cowan updated on a matter arising in relation to write offs balance and a correction to the figure. From the meeting of 14 May, there was approval of the tenancy management policy, the management of asbestos policy and the allocations quota.

**Noted**

### **9.2 Assurance Sub Committee**

9.2.1 The minutes from the meeting on 12 February 2026 were noted. E McShane advised that at the meeting on 7 May, there were two staffing policies approved, the recommendations made in relation to the risk report reported at Item 5.1. Arrangements for sick leave, a flexible working request, the Director's appraisal and the hybrid working pilot were also discussed.

**Noted**

## **10. Membership and use of seal**

10.1 L Crawford presented the report advising there had been one request for membership, which had been received in line with our rules. Committee collectively approved the request.

*J McFarlane left the meeting at 19:30*

## **11. AOCB**

11.1 P Baylis advised that Cope Scotland would be ending in November 2026, which had been running for over 35 years. We would be including a note in our newsletter and online to commemorate their contribution.

11.2 L Crawford shared correspondence we received from EVH ahead of their AGM.

11.3 L Crawford shared a thank you card from the nurse for their Christmas donation.

11.4 E McShane advised that we had recently been contacted by Jeanie at Ramblers Scotland, who have worked to put together a group to improve the

Drumchapel area, particularly the Drumchapel way. They have been in touch looking for support in relation to a funding bid and additional support for signage. At this stage we wanted to highlight to Committee that we would look to support where possible. Committee agreed with this approach.

- 11.4 K Cowan confirmed that Fraser Irving would be starting on 8 June, as our new Senior Maintenance Officer.
- 11.5 K Cowan advised that three staff members attended the community wide litter pick as part of the peace and justice climate campaign.
- 11.6 K Cowan advised that Cernach has been invited to attend the Langfaulds Primary School assembly to speak to pupils about their careers on 5 June and we have two staff members attending.

**Noted**

## **12. Date and time of next meeting**

- 12.1 The next full Committee meeting is due to be held on **Thursday 25 June 2026** at 6.00pm.

Chair: .....

Date: .....