

Minutes of	Management Committee
Date	Wednesday, 29 th April 2026
Held	Reidvale Housing Association, 13 Whitevale Street, Glasgow, G31 1QW

Present	Denise Dempsey (Chairperson), Michael Carberry, Geraldine Dempsey, Ian Elrick, Jim Hastie, Eddie Marley, Margaret McCabe, Paul McCrudden, Ellen McVey, Helen Moore, Carmen Rubio-Gutierrez, Kevin Peden and Helen Richman.
Apologies	Paul Sweeney MSP
In Attendance	Julie Smillie (Director), William Boale (Head of Housing and Communities), [REDACTED] Paul Rydquist (Compliance Consultant), Martin Sloane (Head of Assets) and Jamie Mallan (Minutes, Head of Corporate and Strategy).

1.	WELCOME AND APOLOGIES	
	The Chair welcomed everyone to the meeting and noted apologies from Paul Sweeney MSP.	
2.	DECLERATIONS OF INTEREST	
	There were no declarations of interest.	
3.	MINUTES OF PREVIOUS MEETINGS	
3.1	Draft Minutes of the Management Committee held on 25th March 2026	
	The Management Committee considered the draft minutes of the meeting held on 25th March 2026. It was noted that Ellen McVey had been recorded as not attending the meeting, but had been present. It was agreed that the minute should be amended accordingly.	

	<p>██████████ asked why correspondence submitted in advance of the March meeting was not discussed. The concern related to the previous recording of discussion and voting on the Tenant Reward Scheme at the February meeting, and the extent to which this had been reflected in the March minute.</p> <p>The Management Committee discussed the matter. It was noted that a Tenant Reward Scheme working group had been established and that budget provision had been included to allow the matter to be progressed. It was also noted that any formal vote taken at a meeting should be clearly recorded in the minute, and that a member who is not present at a meeting cannot be counted as voting at that meeting.</p> <p>The Management Committee agreed that the March minute would not be amended to include further detail on this matter, but that the discussion would be noted in the minute of this meeting.</p> <p>Subject to the amendment regarding Ellen McVey's attendance, the minutes were proposed by Eddie Marley and seconded by Kevin Peden as an accurate record of the meeting.</p> <p>RESOLUTION: The Management Committee approved the minutes of the meeting held on 25th March 2026, subject to amendment to remove Ellen McVey from the attendance list.</p>	
<p>3.2</p>	<p>Draft Confidential Minutes of the Management Committee held on 25th March 2026</p>	
	<p>The Management Committee considered the draft confidential minutes of the meeting held on 25th March 2026.</p> <p>It was noted that Michael Carberry had not been present for the confidential part of that meeting and should not be recorded as present in the confidential minute.</p> <p>The confidential minutes were proposed by Jim Hastie and seconded by Helen Moore as an accurate record of the confidential business considered.</p> <p>RESOLUTION: The Management Committee approved the confidential minutes of the meeting held on 25th March 2026, subject to amendment to reflect that Michael Carberry was not present for the confidential item.</p>	

4.	MATTERS ARISING	
4.1	Matters Arising from the Minutes of the Management Committee held on 25th March 2026	
	<p>The Management Committee discussed the approach to recording individual contributions in minutes. It was noted that the previous decision had been to move towards a consistent format where individual Committee members would generally not be named in discussion, unless required for clarity, decision making, declarations, dissent, attendance, or other governance purposes.</p> <p>The Management Committee agreed to retain the agreed approach of generally not naming individual Committee members in discussion.</p> <p>A Committee member raised a further query regarding the previous discussion on call recording and data protection, and having reviewed GDPR Guidance did not understand how recording outgoing calls could be considered compliant. The Head of Corporate and Strategy advised that the Association had sought advice from the Data Protection Officer, who had advised that call recordings could be processed lawfully under legitimate interests and that no data breach had occurred. It was noted that the Data Protection Officer would complete a legitimate interest pro forma and that the Association would move towards improved practice by providing clearer notification that calls may be recorded.</p> <p>The Committee member challenged the advice and stated that, in their view, the position did not appear to be correct. Members discussed the distinction between there being no legal breach and the Association improving its practice. It was acknowledged that some members remained concerned about transparency, particularly where calls were made from the office and residents may not have been aware that calls were recorded. The Director advised that the Association should be cautious about departing from professional advice received from its Data Protection Officer.</p> <p>ACTION: The Head of Corporate Service to provide the Management Committee with a written copy of the advice provided by the Data Protection Officer.</p>	HCS

	<p>The Management Committee noted the advice received from the Data Protection Officer, the concerns raised by members, and the proposed improvement to practice.</p> <p>A Committee member also raised a query regarding the newsletter and the absence of reference to the Tenant Reward Scheme. The Head of Corporate and Strategy advised that the scheme had not been included because it was still at an early stage and there was a risk of miscommunication or raising expectations before the detail had been developed. It was noted that the scheme could be included in a future newsletter once further work had been completed.</p>	
4.2	Management Committee Meeting Tracker Report	
	The Management Committee Meeting Tracker Report was not discussed.	
5.	DIRECTORS REPORT	
5.1	Director's Report	
	<p>The Director introduced the report and provided updates on operational performance, development and asset management, factoring, staffing and recruitment, funding, governance and wider organisational matters.</p> <p>The Director advised that she would be attending the next Bellfield site meeting on 12th May 2026. Members sought clarification on whether the flats were being remodelled. The Director advised that there were no changes to the internal layout and that the works related to the front elevation and preparing the flats for residents to return. It was noted that only two residents were expected to return to Bellfield, with the remaining residents staying in their decant properties.</p> <p>The Director provided an update on staffing and recruitment. It was noted that the Association had recruited a Head of Housing and Communities and a Finance Officer, with further recruitment ongoing. The Committee was advised that recruitment to the maintenance team remained a key priority due to the need to deliver repairs, maintenance and the investment programme. The Head of Corporate and Strategy advised that recruitment was expected to be concluded by the end of May 2026.</p>	

The Director advised that the Head of Corporate and Strategy would remain in post on a temporary basis until March 2027 at the latest, although this may be resolved before then.

Members sought assurance regarding recruitment processes and equalities monitoring. It was noted that a recruitment report could be produced once the recruitment period had concluded.

ACTION: The Head of Corporate and Strategy to provide an update on the recruitment process at the next Management Committee Meeting.

The Director advised that the Association had applied for [REDACTED] over five years from [REDACTED] and had been awarded [REDACTED] over three years. It was noted that the funder did not wish to commit to five years at this stage because the partnership was new, but that the Association would be able to apply for further funding later. Members were also advised that an application was being finalised to the Energy Redress Scheme for £260,000 to support work on fuel poverty and related activity.

[REDACTED]

HCS

ACTION: Head of Corporate and Strategy to reschedule a Reidvale Neighbourhood Centre Steering Group meeting.

The Head of Corporate and Strategy provided an update on the planned learning visit. Members were advised that visits had been arranged to Linthouse Housing Association and Elderpark Housing Association on 29th July 2026, followed by a visit to House for an Art Lover.

HCS

ACTION: Head of Corporate and Strategy to confirm attendance and final arrangements for the learning visit on 29th July 2026.

Members discussed John Butterly House and asked when the matter would be resolved. The Director advised that tenant surveys had been completed and that a report would be brought to the next Management Committee meeting. It was noted that the report would clarify the nature of the service provided, including whether it should be treated as sheltered or retirement

D

	<p>housing, the cost of delivering the service, the management charge, and any related implications for tenants.</p> <p>ACTION: Director to bring a report on John Butterly House to the next Management Committee meeting.</p> <p>RESOLUTION: The Management Committee noted the Director's Report.</p>	
5.2	Committee Digest April 2026	
	<p>On the recommendation of the Chair, the Management Committee noted the Committee Digest April 2026.</p> <p>RESOLUTION: The Management Committee noted the Committee Digest April 2026.</p>	
6.	FINANCE	
6.1	Draft Financial Regulations	
	<p>The Director presented the Draft Financial Regulations on behalf of the Finance Agent, who was unable to attend the meeting. Members were advised that the regulations were based on good practice and that any comments which could not be addressed at the meeting would be passed to the Finance Agent.</p> <p>Members noted the importance of staff being trained on the policies and procedures, and of compliance with the regulations being reviewed.</p> <p>The Draft Financial Regulations were proposed by Ian Elrick and seconded by Eddie Marley.</p> <p>RESOLUTION: The Management Committee approved the Draft Financial Regulations.</p>	
6.2	Draft Treasury Management Policy	
	<p>The Draft Treasury Management Policy was considered alongside the previous item.</p> <p>The Draft Treasury Management Policy was proposed by Ian Elrick and seconded by Eddie Marley.</p> <p>RESOLUTION: The Management Committee approved the Draft Treasury Management Policy.</p>	

7.	GOVERNANCE	
7.1	Regulatory Compliance	
	<p>The Compliance Consultant introduced the Regulatory Compliance report. Members were advised that the Scottish Housing Regulator’s updated Engagement Plan had been included in the papers and that it confirmed Reidvale’s compliant regulatory status.</p> <p>The Compliance Consultant advised that the report covered the four areas on which the Association was required to update the Regulator:</p> <ul style="list-style-type: none"> • delivery of the Governance and Financial Management Improvement Plan, • stonework safety, • plans to recruit a permanent senior officer, and • governing body succession planning. <p>The Management Committee noted that the revised Governance and Financial Management Improvement Plan was significantly shorter than previous versions. The Compliance Consultant advised that incomplete actions from the previous year had been carried forward, that actions originally planned for 2026/27 had been retained, and that some additional actions from the Operational Work Plan had been added to ensure continuity. It was noted that no actions had been completed during April, but that a number were scheduled for completion in May and June.</p> <p>Members were advised that the first quarterly stonework report had been submitted to the Scottish Housing Regulator and that the Regulator had indicated that the report was helpful.</p> <p>In relation to the recruitment of a permanent senior officer, the Compliance Consultant advised that Molendinar Park Housing Association had been consulted on the Director using the title of Director rather than Interim Director, and had raised no objection. Legal advice had also confirmed that there was no issue with this approach. Members were further advised that work was ongoing with Employers in Voluntary Housing to assess an appropriate remuneration package for the senior officer role, and that a report would be brought to the next Management Committee meeting.</p> <p>Members were advised that the Regulator had been sent the Annual Committee Effectiveness Review Report as part of the Association’s succession planning update.</p>	

	<p>The Compliance Consultant also provided an update on partnership discussions with Molendinar Park Housing Association and advised that the Regulator had requested further information. It was noted that the discussions related to potential closer working, including sharing staff and procurement, and were not about any wider constitutional partnership. The Committee also noted that there had been discussion with other local associations about possible partnership opportunities, potentially including procurement or community services.</p> <p>The Compliance Consultant advised that a Communications Consultant had been appointed. Members discussed the importance of resident Committee members being included in shaping the Communications Strategy, while recognising that the earlier brief had been shaped around communications coming from staff rather than from a consultant. It was noted that resident Committee member involvement could be accommodated within the agreed approach and available resource.</p> <p>RESOLUTION: The Management Committee:</p> <ul style="list-style-type: none"> a) noted the Scottish Housing Regulator Engagement Plan for 2026/27. b) approved the revised Governance and Financial Management Improvement Plan for 2026/27. <p>At this point, Standing Orders were called as the meeting had reached the two hour point. The Management Committee agreed to continue the meeting.</p>	
<p>7.2</p>	<p>Preparation for Annual Assurance Statement Submission 2026</p>	
	<p>The Compliance Consultant presented the report on preparation for the 2026 Annual Assurance Statement.</p> <p>Members were reminded that the Association had used a detailed review process in previous years, including a comprehensive review in the first year and a more streamlined review in the second year. The Compliance Consultant advised that the process had now been reviewed after its first year of use and that it was proposed to move it to a three yearly review cycle, in line with other governance documents.</p>	

	<p>Members discussed the value of the Detailed Review Group process and noted that it had provided a useful opportunity for Committee members to understand the regulatory standards, the evidence base, and the basis on which assurance judgements were made. Members also noted that it would not be proportionate to review every area in the same level of detail each year.</p> <p>The Management Committee agreed to continue using a streamlined review approach for 2026 and nominated Helen Moore, Kevin Peden, Geraldine Dempsey and Eddie Marley to participate in the Detailed Review Group.</p> <p>RESOLUTION: The Management Committee</p> <ul style="list-style-type: none"> a) approved the Preparation for Submission of Annual Assurance Statement process. b) approved the streamlined approach to preparation of the 2026 Annual Assurance Statement and agreed the proposed outline project plan, and, c) nominated Helen Moore, Kevin Peden, Geraldine Dempsey and Eddie Marley to serve on the Detailed Review Group. 	
<p>7.3</p>	<p>Business Plan Review Process 2026/ 27</p>	
	<p>The Compliance Consultant presented the report on the Business Plan Review Process for 2026/27. Members were advised that the next full comprehensive review of the Business Plan would take place the following year, and that the proposed process for 2026/27 was a review of the existing Business Plan.</p> <p>The Compliance Consultant advised that [REDACTED] had been identified to facilitate the review session on Saturday, 14th November 2026, and that approval was sought for the programme, appointment and date.</p> <p>Members noted reference in the report to consultation on the Tenant Reward Scheme. It was clarified that the Tenant Reward Scheme Working Group would develop the matter further and report back to the Management Committee before any formal consultation or implementation.</p> <p>RESOLUTION: The Management Committee:</p> <ul style="list-style-type: none"> a) approved the Business Plan Review Programme for 2026/27, 	

	<p>b) approved the appointment of [REDACTED] to facilitate the review, and the proposed review date of Saturday, 14th November 2026.</p> <p>[Eddie Marley left the meeting at this point.]</p>	
<p>7.4</p>	<p>Annual Committee Effectiveness Review Report</p>	
	<p>[This item was taken after item 3.2.]</p> <p>The Governance Consultant presented the Annual Committee Effectiveness Review Report. Members were advised that the purpose of the report was to provide individual Committee members with an overview of the collective findings from the review process, complementing their own individual reflections.</p> <p>The Governance Consultant advised that achieving regulatory compliance was a significant achievement, and that the scale and pace of improvement should not be underestimated. Members noted the level of commitment shown by the Committee, staff and consultants, and the progress made in strengthening governance, assurance and organisational confidence.</p> <p>The report highlighted that members felt there was now a clearer understanding of the work still to be completed, and a clearer plan for delivering it. It was also noted that much of the work completed had been behind the scenes, including compliance, assurance and governance infrastructure, and that the Association now needed to continue moving towards visible service improvement, community engagement and delivery as business as usual.</p> <p>Members discussed the fact that the demands placed on the Committee had been significant and that resilience was low. It was noted that the Association should recognise and celebrate the progress made, while remaining realistic about the work still to be done.</p> <p>The Governance Consultant highlighted the diversity of the Committee as a strength, with a balance of local knowledge, professional experience and commitment to Reidvale. Members noted that knowledge and confidence had grown since the previous review, including understanding of governance, regulation and the role of the Committee. The report also recognised the development and confidence of the Chair.</p>	

	<p>The Management Committee discussed areas where views differed. These included the extent to which service delivery improvements were yet visible to tenants, the balance between transparency and the volume of information provided to Committee, the continuing need to improve community engagement, and the need to ensure governance arrangements evolve as the organisation moves from recovery into business as usual.</p> <p>Members discussed the importance of membership engagement and the need to maintain Reidvale’s democratic accountability to the local community. It was noted that membership should be considered as part of wider engagement activity, including with tenants, residents and homeowners.</p> <p>Members also discussed the volume and timing of Committee papers and minutes. It was noted that Committee members require sufficient time to read papers, seek clarification and prepare effectively for meetings.</p> <p>The Chair thanked the Governance Consultant for [REDACTED] work.</p> <p>RESOLUTION: The Management Committee accepted the recommendations contained within the Annual Committee Effectiveness Review Report.</p> <p>[REDACTED] left the meeting at this point.]</p>	
7.5	Management Committee Recruitment Report	
	<p>The Compliance Consultant presented the Management Committee Recruitment Report and associated recruitment and induction process.</p> <p>Members were advised that the report sought approval for the new Management Committee Member Recruitment and Induction Process and agreement to commence recruitment for up to three new Management Committee members. It was noted that this would include one casual vacancy and two anticipated vacancies at the September 2026 Annual General Meeting.</p> <p>Helen Richman stated that she was not now intending to stand down at the September 2026 AGM, so it was noted that recruitment would only now be required for two new Committee Members, and that prioritising people who lived in homes owned or factored by Reidvale was no longer relevant.</p>	

	<p>The Management Committee discussed recruitment priorities. It was noted that asset management skills, knowledge and experience should still be treated as an important priority, alongside encouraging younger people to become involved. Members also discussed the importance using day to day tenant engagement, including annual visits, to encourage interest in membership and Committee involvement.</p> <p>Members noted that the information provided to potential Committee members should better explain what the role involves and should present the opportunity in a positive and accessible way.</p> <p>ACTION: Officers to update the website to reflect the approved Management Committee Member Recruitment and Induction Process and to better explain what being a Committee member involves.</p> <p>RESOLUTION: The Management Committee:</p> <ul style="list-style-type: none"> a) approved the Management Committee Member Recruitment and Induction Process. b) agreed to commence recruitment of up to two new Management Committee members, in line with the agreed process and priorities discussed. 	HCS
7.6	Shareholder Report	
	<p>The Management Committee considered the Shareholders Report.</p> <p>It was noted that eight new shareholders had joined the Association between 1st April 2025 and 31st March 2026. The Management Committee also considered the proposed removal of shareholders from the Register of Members where they no longer met the requirements for membership.</p> <p>RESOLUTION: The Management Committee:</p> <ul style="list-style-type: none"> a) noted the contents of the Shareholders Report. b) noted the eight new shareholders who joined between 1st April 2025 and 31st March 2026. c) approved the removal of the 19 shareholders identified in the report from the Register of Members. d) noted that the total number of shareholders at 31st March 2026 was 448. 	
8.	SERVICES	

8.1	Acquisitions Policy	
	<p>The Head of Corporate and Strategy presented the draft Acquisitions Policy. Members were advised that the Association had been acquiring properties in line with existing practice, but that the policy would provide a clearer formal framework.</p> <p>The Head of Corporate and Strategy advised that the key addition was a process for considering potential acquisitions from owner occupiers who wished to sell their property to the Association and remain in the property as a Scottish Secure Tenant. Members were advised that the process was intended to ensure transparency, fairness and informed decision making.</p> <p>Members queried the reference to net present value and the projected payback period. The Head of Corporate and Strategy explained that this related to the period within which the Association would expect to recover the cost of acquiring the property through rental income, taking account of grant funding where applicable.</p> <p>Members also queried the approach to repair costs where an owner occupier remained in the property. Officers advised that the percentage split reflected the basis on which grant funding operated, and that there would be no cost to the Association for the grant funded element of the works.</p> <p>It was noted that references to Chief Executive should be amended to Director throughout the policy.</p> <p>RESOLUTION: The Management Committee approved the Acquisitions Policy, subject to replacing references to Chief Executive with Director.</p>	
9.	AOCB	
	RAPA Zipline	
	<p>The Management Committee discussed the fundraising appeal for the RAPA Zipline.</p> <p>Members recognised the value of RAPA's work in the local community and discussed whether there may be opportunities for partnership working or other forms of support. The Director advised that the Halliday Foundation and RAPA had already met, although their activities had not aligned at that stage. The</p>	

	<p>Director also advised that she had met with a RAPA Board member and had agreed to meet with RAPA's Project Manager.</p> <p>Members noted that RHA could not provide ongoing funding to RAPA and that any financial support would need to be considered on a case by case basis. Members also discussed the importance of respecting RAPA's independence and avoiding any perception that RHA was seeking to interfere in the organisation.</p> <p>No decision or action was agreed.</p>	
	[REDACTED]	
	[REDACTED]	
10.	DONM	
10.1	Updated Calendar of Meetings	
	<p>The Management Committee noted the updated Calendar of Meetings.</p> <p>RESOLUTION: The Management Committee noted the updated Calendar of Meetings.</p> <p>Next meeting: Wednesday, 27th May 2026.</p>	
11.	CLOSE OF MEETING	
	There being no further business, the meeting closed at 7:41 pm.	