

**ROSEHILL HOUSING ASSOCIATION LIMITED**

**MINUTES OF MANAGEMENT COMMITTEE MEETING HELD ON  
WEDNESDAY 29<sup>TH</sup> APRIL 2026 AT 6:00 PM AT ROSEHILL'S  
OFFICES**

**Present:** P McCann (Chair)  
J Gallen (Vice Chair)  
N Finlayson  
A Greene  
S Bannerman  
H McLatchie  
Z Bradley

**In Attendance:** G Mogan (Director)  
L Donnachie (Finance & IT Manager)  
S Hunter (Technical Services Manager)  
S Quinn (Housing Services Manager)  
A Innes (Corporate Services & HR Manager)  
K McCallum (Customer Services Officer)

P McCann welcomed Trinidad Cabezon Droguett from Village Storytelling Centre who will be presenting to Committee.

**1. Apologies**

Apologies for absence were received from D Wilson and J Thomson.

**2. Declaration of Interest**

None.

**3. Dementia Research Project – Presentation by Village Storytelling Centre**

Trinidad introduced herself and advised that the Village Storytelling Centre is a community charity who have been operating in Greater Pollok for 25 years and are involved in various activities with various different client groups who specialise in interaction/engagement through storytelling. They partnered with Rosehill to carry out a Dementia Research Project for the following objectives:

- Understand what people know about dementia
- Identify other organisations in Greater Pollok that provide support/services for people affected by dementia

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- Explore potential activities for the future

Committee noted that in order to achieve this they contacted as many organisations as possible in the area, held meetings, interviews, story cafes and training sessions. Trinidad explained that the next steps would be:

- Finalise the interactive resource tool
- Arrange an event to launch the tool
- Share the resource with as many people as possible
- Arrange activities
- Investigate funding sources to help implement and expand the service

Trinidad advised that Age Scotland have advised that they will probably have funding available for Apr 27 to Mar 28 and the application process should open in June.

Committee agreed that what they have accomplished to date is very good but possibly did not fully understand the outcome of the project as it seems that there is still quite a lot to complete. S Quinn confirmed that they underestimated the number of organisations who expressed interest in getting involved and the amount of information to gather/interpret.

Committee thanked Trinidad and she then left the meeting.

#### **4. Minutes of previous meeting**

##### **4.1 Approval of Minutes 25<sup>th</sup> March 2026**

The minutes were approved as a true record of the meeting on a motion by H McLatchie and seconded by N Finlayson and were signed by P McCann.

##### **4.2 Matters Arising**

###### **4.2.1 RE: Item 1 - Apologies**

P McCann reminded Committee that K Stevenson was on a leave of absence, however on reflection she has reluctantly submitted her resignation as of 28/4/26 due to personal matters. P McCann read out the letter in which Kerry expressed her thanks to Committee/Staff during her time on Committee and that she was confident that Committee will continue to operate very effectively

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in the future. G Mogan advised that she has passed on Committee's thanks to Kerry on its behalf.

#### 4.3 *Decision Tracker*

Committee considered the progress with the various items listed.

This section is subject to a confidential minute.

### 5. ***Chair's Report***

It was agreed that this item would be taken after agenda item 12.

### 6. ***Finance Matters***

#### 6.1 *Cashflow*

Committee noted the contents of the report. L Donnachie advised that this was the year end report and summarised the figures in the report, the outcome of which was that cash balances have increased by approx. £12K this year and Rosehill remains in a strong financial position.

### 7. ***Technical Services Matters***

#### 7.1 *Asset Management Plan 2026-27*

Committee noted the contents of the report and draft plan, noting that some year end performance figures will be slotted in once finalised.

Committee considered and approved the Plan for 2026-27.

#### 7.2 *Factoring Satisfaction Survey Results*

Committee noted the contents of the report and that there was a poor/mixed response with only 4 owners out of 202 submitting. S Hunter advised that even with the poor response a proposed action plan has been devised, Committee noted the contents of the plan.

### 8. ***Housing Services Matters***

#### 8.1 *Policy Update Report – Tenant Participation Strategy*

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Committee noted the contents of the report and that the review has been postponed until March 2027 but will be brought back for approval sooner if available.

S Quinn advised that they intend to boost the advertising of the Scrutiny Group in an effort to attract new members and build a register of interest based on topics/methods of preferred engagement. It was further noted that training has also been organised for later this year for all staff.

A Committee member asked how many members were left on the Scrutiny Group. S Quinn advised that there are now only 2 members and ideally would like 8 members.

### 8.2 *Policy Update Report – Customer Scrutiny Strategy*

Committee noted the contents of the report and that this policy goes hand in hand with the Tenant Participation Policy and as such has also been postponed until March 2027.

### 8.3 *Potential Evictions Report*

Nothing to report.

## 9. **Corporate Services Matters**

### 9.1 *Health and Safety Verbal Update*

Nothing to report.

## 10. **Annual Reports:**

### 10.1 *Notifiable Events*

Committee noted the contents of the report and that only one notifiable event remains open, but hopefully should be concluded shortly.

### 10.2 *Donation Requests (Nov 25 – Mar 26)*

Committee noted the contents of the report.

J Gallen advised that her daughter works at Burnbrae Nursery who have applied for a donation, however has no involvement in the funding application previously made to Rosehill.

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### *10.3 Freedom of Information (Apr 25 – Mar 26)*

Committee noted the contents of the report and that 9 requests were received, all of which were responded to within the target timescale. All of the requests are now published on our website.

A Committee member asked who submits these types of requests. It was confirmed that these can come from any source, but primarily come from tenants, students, journalists, Councillors etc. It was agreed that Rosehill has not received a huge amount of these requests.

### *10.4 Data Subject Access Requests & Personal Data Breaches (Apr 25 – Mar 26)*

Committee noted the contents of the report and that 5 requests were received, all of which were responded to within the target timescale. It was further noted that there had been no data breaches in the period.

A Committee member asked if a breach were to happen would it be reported to the ICO. It was confirmed that staff would liaise with the DPO for any breaches to take advice on whether or not they are reportable and fortunately Rosehill has never had to submit a report.

### *10.5 Committee and Management Team Expenses*

Contents noted.

## **11. Policy Reviews:**

### *11.1 Policy Review Timetable 2025/26 – Outcomes*

Committee noted the outcome for 2025/26 and that all policies had been reviewed with the exception of the 2 reported earlier in the meeting.

### *11.2 Proposed Policy Review Timetable 2026/27*

Committee considered and approved the timetable for 2026/27.

At this point L Donnachie, S Hunter and S Quinn left the meeting.

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## 12. Director's Matters

12.1 *Draft Committee Training & Development Programme 2026/27*  
Committee considered the contents of the report and that 4 refresher sessions have been identified for the year, 2 of which have been booked following Committee Members advising of their availability. In addition, 2 areas were highlighted during the annual assessment as being topics to be considered for training:

Finance, Accounts & Treasury Management – it was noted that a few members had already attended a session on this topic last year with L Donnachie. However Committee decided that this should be run again for the full Committee.

Community Regeneration/Development – it was decided that this could be arranged once the new Chief Executive starts and would take the form of a tour of the area with input from relevant managers to provide a bit more information on wider action; estate management; planned maintenance/refurbishment. It was further decided that this would be good for all Committee members.

Committee approved the timetable noting that the 2 additional sessions will be programmed in.

G Mogan further advised that individual learning statements are now available in Decision Time and once the new Chief Executive starts 1-2-1 appointments will be arranged to go over these. It was agreed that this would also be a good opportunity to get to know the new Chief Executive.

### 12.2 *Management Committee Recruitment – Update*

Committee considered the contents of the report and that the advert went live on 17<sup>th</sup> April 2026 and Aspen have advised that there has been some interest.

It was acknowledged that with the resignation of K Stevenson, there are now 3 places to fill. General discussion took place about the potential for all 3 of these places to be filled by non-tenants. Committee acknowledged that last year's recruitment had seen the first 2 non-tenants elected to the Committee and the outcome has been very positive with both new Committee Members bringing a range of skills and experience. Committee concluded that it was important to continue to enhance the skills and experience of the Management Committee and if this

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was achieved by appointing more non-tenants to the Committee, then that was the right thing to do.

### 12.3 *Director's Report*

Committee considered the contents of the report which covers the donation request from Whitacre Wolves. G Mogan confirmed that she has received the requested information except from the bank statement, and is satisfied that they are a legitimate local organisation. It was further noted that the team train locally in Gowanbank Primary School. Committee considered the request and approved a donation of £500 subject to receiving the bank statement.

## 5. ***Chair's Report***

P McCann reported that the recruitment process for the new Chief Executive has now concluded and the successful candidate is Chris Chalk who will start on 6<sup>th</sup> July. C Chalk is currently at Milnbank HA as Director of Housing and Community Initiatives. He will be attending a part of the Management Team meeting next week and will meet with G Mogan after for a handover session. He will also observe part of the May Management Committee meeting and will observe the June meeting. Committee decided that it would be good if he could prepare a short informal introduction, which would be taken under the Director's Matters section of the June meeting.

Committee further agreed that we currently have a capable Management Team who will continue the day to day operation during the period between G Mogan leaving and C Chalk starting.

Committee also noted that the notifiable event was updated on 24<sup>th</sup> April 2026 to report the outcome of the recruitment process.

## 13. ***Membership Applications***

Committee considered 4 membership applications received from a tenant who had previously held joint membership under our former constitution, and 3 new tenants. After further consideration, Committee approved the application. The share certificate numbers 2533, 2534, 2535 and 2536 were signed by P McCann and N Finlayson. G Mogan, as Secretary, was authorised to sign the certificates.

Committee noted 5 shares had been cancelled (858, 181, 1205, 2039 and 2260): 3 members deceased and 2 moving out of the area.

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**14. Minutes of Sub-Committee meetings for information:**

None.

**15. Any Other Competent Business**

None.

**16. Date of Next Meeting**

The next meeting will be held on Wednesday 20<sup>th</sup> May 2026.

I certify that this minute was approved as a true and accurate record of the meeting.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

(Chair)

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