

DECISIONS/ACTIONS TRACKER

Date of Meeting	Agenda Item	Decision/Action	By Whom	Date for Completion	Completed	Comments/any further action required
21/05/2025	6.1 - Damp/Mould Case	Committee agreed to negotiate settlement and delegated authority to Director to liaise with solicitor over negotiations/settlement options within limits set by Committee	Director Technical Services Manager	N/A	Completed	<p>27/05 - 29/05 - exchange of emails with solicitor to agree first settlement offer. Update report to Committee for June meeting.</p> <p>22/05/25 - NE updated to report Committee's decision to settle and May Committee Report uploaded.</p> <p>June to Sep meetings - Committee kept updated and NE subsequently updated.</p> <p>Update 29/10/25 - Committee report advising that latest settlement offer has been accepted, which includes £5,500 in compensation, installation of data loggers and NDA. Still waiting to receive the legal bill for pursuer. G Mogan has updated SHR.</p> <p>Update 26/11/25 - Committee report advising that pursuer's legal fees had now been submitted. Will be discussing with solicitor re: room for negotiation over the fees, as solicitor believes there are some charges that could be challenged.</p> <p>Update 21/01/25 - Committee verbally updated that NE now closed with SHR, works in the property are now complete and data loggers now installed. Signing of the settlement agreement is outstanding and with the pursuant.</p> <p>Update 25/02/26 - Committee verbally updated that the matter of the signing of the settlement agreement remained outstanding. Our solicitor had advised the pursuer had executed the agreement incorrectly. Therefore, a fresh copy has had to be issued.</p> <p>Update 29/04/26 - Committee verbally updated that the settlement agreement has now been executed by both parties and sent back to Solicitors to lodge. Judicial</p>
25/06/2025	7.3 - Periodic Tax Filing	Committee approved change to periodic tax filing and associated one off cost	Finance Manager	31/03/2026	Ongoing	All forms required now complete and submitted to CT for progression.
25/06/2025	11.3 - Supported Accommodation	Committee decided to continue with the supported accommodation and notify the Council/Care Provider that the vacant room can be relet, subject to Director obtaining further legal advice on use of occupancy agreements/SSTs	Director	Ongoing	Ongoing	Update 27/08/25 - Committee report advised following further legal advice re: SST vs Occupancy Agreement, the Director had notified GCC and the Care Provider that the vacant room could now be let. Meeting to be arranged to discuss process for letting the room and Rosehill's requirements re: evidence of legal authority to act on resident's behalf. Update given at Committee meeting that meeting has been arranged for 03/09/25 with care provider. GCC staff member unavailable but provided requested info to Director.
27/08/2025	5.2 - Proposed Housing Management system upgrade	Committee approved the direct appointment/implementations of Homemaster subject to conditions	Finance & IT Manager	05/05/2026 delayed until 04/08/2026	Ongoing	Due to ongoing staff shortages and workload requirements. The decision has been taken to delay the implementation of the new system until August 4th 2026

21/01/2026	1 - Apologies	Committee approved a 3 month extension of Leave of Absence for K Stevenson	Director	Mid- April	Completed	Director will be contacting KS early April to review LOA Update 29/4/26 - K Stevenson reluctantly submitted resignation due to personal circumstances.
25/02/2026	9.6 - Section Operational Plans	It was agreed that a report would be provided detailing the outcome of the Cazenove investment in comparison to the interest which would be received via Bank	Finance & IT Manager	13/05/2026	Completed	Providing based on year end calculations
25/02/2026	13.5.1 - Outcome of Management Committee Recruitment Drive	Committee rejected the one application received as the person did not have the required skills or experience needed at this time. Requested G Mogan notify the applicant of Committee's decision and to thank them for their interest. Committee further agreed that further recruitment should be undertaken and that a recruitment company should be appointed to assist.	Director	by w/e 27/02/26 Mid-March - June	Completed On track	1) Letter issued to applicant by post on 26/02/26. 2) Director will liaise with Aspen late March/early April over recruitment plan for Committee Members. Aim is to have 2 new members identified and appointed by June meeting. Update 29/4/26 - Places now available will be increased to 3. Recruitment timetable - deadline for interest 11/05/26, sift meeting 18/05/26 and informal chats with potential committee members w/b 25/05/26. Any selected candidates will be invited to observe June Meeting.
25/03/2026	11.1 - Business Plan 2026-31 - Final Document and draft Section Operational Plans	Committee approved the final document and the 5 x Section Operational Plans	Director	30/04/2026	Completed	Final plan currently being designed and will be ready for publishing on website by 30/04/26 Update 29/4/26 - new plan now published on website.
25/03/2026	12.6.3 - Whitacre Wolves	Committee requested further information for sponsorship request	Director	29/04/2026	Ongoing	08/04/26 - emailed organisation for further info.
29/04/2026	7.1 - Asset Management Plan 2026/27	Committee approved the plan	Technical Services Manager	N/A	N/A	
29/04/2026	11.2 - Proposed Policy Review Timetable 2026/27	Committee approved the timetable	Director	N/A	N/A	
29/04/2026	12.1 - Draft Committee Training & Development Programme 2026/27	Committee approved the programme	Director	20/05/2026	On track	Update training programme with additional topic as decided by Mgt Comm
29/04/2026	12.3 - Director's Report	Committee approved a donation of £500 to Whitacre Wolves subject to receiving a valid bank statement	Director	N/A	Ongoing	on hold until group provides bank statement
29/04/2026	5 - Chair's Report	Committee noted the outcome of the recruitment process for new Chief Executive and agreed that they should prepare a short informal introduction when attending the June meeting as an observer	Director	24/06/2026	On track	Director will arrange for new CEO to do a short informal intro.