DECISIONS/ACTIONS TRACKER

Date of Meeting	Agenda Item	Decision/Action	By Whom	Date for Completion	Completed	Comments/any further action required
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/ Awaiting confirmation**	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	Chief Executive Officer	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. **Update 20/5/26 -** Director requested update re: filling vacancy, no response to date. Agreed this should be pursued periodically e.g 3 monthly. **Update 19/8/26** - A further update request sent. Vacancy has still not been filled, as far as we are aware.

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.	Chief Executive Officer	by w/e 27/02/26 Mid-March - June	**Completed**	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. **Update 24/6/26** - Two potential members attended June meeting as observers. Committee agreed to invite both to apply for membership and stand for election at AGM **Update 26/08/26** - Two potential committee members to have memberships approved at committee meeting held 26/08/26 with the plan to elect onto the committee at the 2026 AGM. **Update 16/9/26-** 2 new members now nominated onto the Committee.
29/04/2026	12.1 - Draft Committee Training & Development Programme 2026/27	Committee approved the programme	Chief Executive Officer	20/05/2026	**On track**	Update training programme with additional topic as decided by Mgt Comm
20/05/2026	11.1 - Initial Arrangements for AGM 2026	Committee agreed to offer a hybrid option; approved the draft agenda; approved the prizes for raffle	Chief Executive Officer	28/08/2026	**Completed**	New Chief Executive will pick this up once he is in post
		Committee decided to allow J Thomson to stand for election at AGM	Chief Executive Officer	15/09/2026	**Completed**	New Chief Executive will pick this up once he is in post
24/06/2026	6.1 - 100 Peat Road - Options	Committee approved the refurbishment of this property as a 5 bedroom family home.	Technical Services Manager	Ongoing	**Ongoing**	Will become an extention to the existing one off refurbs contract
12/08/2026	3 - Financial Statements to 31st March 2026	Committee agreed to propose CT Audit Limited be re-appointed for 2026/27 at the AGM	Finance & IT Manager	15/09/2026	**Completed**	CT Audit re-appointed by members at AGM
26/08/2026	5.1 - Management Accounts to 30th June 2026	Committee approved the accounts	Finance & IT Manager		**Completed**	
26/08/2026	6.1 - Planned Maintenance Tender Acceptance - Kitchen Replacements at SST & Craigbank 1C	Committee approved the appointment of CCG in the sum of £858,256.145 inclusive of VAT	Technical Services Manager	11/09/2026	**Completed**	Formal acceptance of tender completed and pre start meeting held
26/08/2026	7.1 - Domestic Abuse Policy Review	Committee approved the revised policy	Housing Services Manager		**Completed**	
26/08/2026	10 - Review of Strategic Risk Register	Committee agreed that no further changes are required at this time	Chief Executive Officer		**Completed**	
26/08/2026	11.2 - Annual Inspection of Registers	Committee inspected and authorised Chair to sign the Disposals, Fraud, Gifts & Hospitality and Register of Interests	Chief Executive Officer		**Completed**	
26/08/2026	11.5 - Chief Executive's Report	Committee approved the introduction of a salary sacrifice option for all staff for electric vehicles	Chief Executive Officer		**On Track**	Policy to be approved and implemented before going live. All staff interested in the scheme will have elligiblity checks completed before accessing live system.

26/08/2026	11.5 - Chief Executive's Report	Committee approved the introduction of private health care for all employees and further approved the annual fee of £9715.29	Chief Executive Officer		**Completed**	In place from 01/09/26.
26/08/2026	11.6 - Proposed Rebranding Concept	Committee approved the rebranding proposal to be put out for consultation to staff and members.	Chief Executive Officer		**On track**	Consultation with staff, tenants and residents now complete
26/08/2026	12 - Membership Applications	Committee approved 4 membership applications	Housing Services Manager	02/09/2026	**Completed**	Share certificates issued to new members.