MINUTES of the Management Committee Meeting held on Thursday 30th April 2026 at 6pm at Ruchazie Housing Association,24 Avondale Street and remotely by Zoom.

Item	Agenda Item					
1.0	**Attendance**					
	Committee present		**In Attendance**	**Attending**	**Apologies**	**Leave of Absence**
	T McGuigan	Via Zoom	J Shields	**In person**	D Campbell	
	(Chair of this		M Smith	**In person**	L Sichi	
	meeting)		J McKenna	**In person**	K Phillips	
	M Caldwell	Via zoom			C Maclellan	
	C Park	In person				
	G Bell	Via Zoom				
	D Mackenzie	Via Zoom				
	J Fraser	In person				
	H Holland	In person				

Ruchazie
HOUSING ASSOCIATION

	Declaration of Interest	
JLMcK and MS to leave meeting when membership discussed and Staff update .		
2.	**Minutes for Approval**	
	Minutes of Previous Management Committee Meeting held on 26th March 2026 and any matters arising	The Minutes were agreed as a true record of the meeting subject to amendments highlighted at meeting or actions to be amended due to administration error. **Proposed: J Fraser** **Seconded: C Park** **Signed:** **Chairperson** **Date** JS advised Committee there had been a meeting earlier today with GCC re development programme. In summary GCC have asked for an updated project Plan for the site as it is now a proposed 84 property development. Advised Committee that programme letters will not be issued until July at the earliest. Once this has been received Committee will be presented with an updated report of progress. JS advised Committee that JLMCK had attended as an observer at previous meeting and would like to continue as a MC member filling a casual vacancy, until AGM. **Committee approved.**

Ruchazie

HOUSING ASSOCIATION

<table>
<tr><th colspan="4">ITEMS FOR DISCUSSION AND APPROVAL</th></tr>
<tr><td>3.</td><td colspan="3">Finance report – revolving credit facility</td></tr>
<tr><td></td>
<td>RECOMMENDATION -
That Management Committee consider the contents of the report and approve the signing the Amendment and Restatement Agreement (A and R agreement) and the Restated Facility Agreement , copies of which are attached to the report.

That Management Committee confirm the signatories approved to sign appendices 1 to 4 contained within the report.</td>
<td>DISCUSSION
Ms presented the report which had been previously circulated. This report outlines the terms of the offer of a Revolving Credit Facility from RBS which had been progressing for some time.

Following consideration of loan re-financing options available to the Association on maturity, in July 2025, of the Royal Bank of Scotland (RBS) Phase 6 loan, Management Committee approved entering into a Revolving Credit Facility (RCF) arrangement with the Royal Bank of Scotland (RBS).

RBS had previously advised that as our loan balances were below £2.5m, the option to remove interest cover and gearing covenants was available to the Association.

Both removal of the covenants and entering the RCF arrangement involve changes to our existing loan documentation which require to be considered and approved by Management Committee.

The Officer Certificate at Appendix 3 outlines the representations requiring to be made in progressing the loan amendment process and whereby confirmation is required that the</td>
<td>DECISION:
Management Committee approved the signing of the Amendment and Restatement Agreement.

Management Committee approved the signatories to sign the following
- Officer certificate
- Minute Extract
- A and R agreement
- RCF agreement</td></tr>
</table>

		Association has not entered into any floating charge, that it is not under the supervision of the SHR and that no statutory action has been taken by SHR. BTO have prepared the minute extract at appendix 4 with a view to recording Committee approval to enter the agreement and noting delegated authority to our Chairperson and Secretary to act on behalf of the Association in progressing and executing the documents. Both the Officer certificate and minute extract require to be signed and BTO have been advised that these will be signed by the Chairperson. The A & R Agreement and the Facility Restatement Agreement require to be signed, and we have advised BTO that these will be signed by our Secretary.	
Item 4	**ARC Submission**		
	RECOMMENDATION: **That Committee approve the ARC submission for 2025/2026, subject to confirmation of Tenant Satisfaction Results being received.**	JS presented the report with appendices that had been previously circulated. Included with the report was the outcomes of the validation exercise carried out by SHN in March 2026. This assessment	**DECISION; Committee noted the report and approved the submission of the ARC subject to outcome of TSS being included.**

		reviewed ARC indicators at Q3 for the period from 1/4/2025-31/12/2025. The comparison table outlines the performance indicators compared to last year and Committee to note that new indicators had been introduced in relation to damp and mould. JS commented that this was earlier than previous validations, however this then gave staff more time to review all the data and make the necessary amendments, adjustments prior to submission. JS asked Committee if the ARC should be submitted prior to the outcome of the tenant satisfaction survey which concluded that wee and an update expected w/c 4th May. Our last satisfaction survey was June 2023. Committee discussed and agreed that we complete the report and submit following the results of the TSS being available. It was also agreed that the TSS results would be shred with Committee on receipt.	**Committee to receive TSS results on receipt.**
Item 5	**Policy Review**		
	RECOMMENDATION **That Management Committee approve the policies presented.**	**DISCUSSION** JS presented the report which had been previously circulated. The following policies were presented for review and comment. Following comments from Committee some further amendments have been made.	**DECISION** **Management Committee approved** **Damp and mould Policy** **Electrical Safety Policy** **Fire Safety Policy**

		Damp and Mould Policy - this is a new policy which reflects the upcoming changes to our legislative requirements for the management of damp and mould in our properties. We refer to damp and mould in our repairs and maintenance policy and direct readers to this new policy for further information and clarification of our approach. **Electrical Safety Policy –** due for review and has been amended to reflect the installation of EV chargers and includes responsibilities for tenants and landlord in relation to inspection (EICR). We have also included our approach to storage and use of Lithium batteries within properties. **Fire Safety Policy** – this is a new policy. The Fire Safety Policy aims to ensure that the Association effectively administers compliance with its obligations in relation to fire safety in the common areas of flatted domestic premises and our commercial premises (office). Where we have installed automatic opening vents at 4 properties in our stock. If the Association are the owner of common areas of the domestic premises, or have control of the common areas, then it is RHA's regulatory duty to ensure that we maintain any facilities used by or for the protection of fire fighters – this includes dry risers, emergency lighting, smoke actuators (vents and fans), fire detection (sheltered accommodation)	**and NOTED the updated Procurement Strategy**

		Automatically Opening Vents (AOV) designed to dilute the smoke concentration sufficiently with fresh air, with the aim of creating reasonable conditions for persons evacuating along a corridor or down a stairwell are installed at the following properties - **1 Caprington Place** - **2 Caprington Place** - **45 Elibank Street** - **47 Elibank Street** No other flatted properties have this equipment as all other properties were built in accordance with Building Standards at the time of construction. There is no requirement to retrospectively install modern firefighting facilities or equipment. Procurement Strategy – for information only, this has been updated and submitted to Scottish Government as required. **CYBER RERPSONSE POLICY –** JS apologised, this appears to have been excluded in this report and will be presented at next meeting	

		.	
Item 6	**Directors report**		
	RECOMMENDATION	JS provided a verbal report. A report has been uploaded to portal.	**DECISION**
Item 7	**Notifiable Events**		
	RECOMMENDATION : That Committee note the verbal report.	No report presented a no NE have been recorded in the last month.	**DECISION:** **Committee noted the verbal update.**
Item 8	**Health & Safety**		
	RECOMMENDATION: That Committee note the delegation of Health & Safety in relation to employee/Employer to Staff Sub Committee	No report presented as no incidents to report in the last month. All H & S matters in relation to tenant safety are reported to Management Committee as part of our quarterly reporting.	**DECISION – Committee noted the verbal update and the delegation to staff subcommittee.**
9.	**AOCB** **Membership report** **Kitchen replacement**		

	RECOMMENDATION: **That Committee approve the membership application and approve the deletion from membership register**	JS presented the report. Two applications for membership were approved. Both applicants satisfy the membership requirements outlined in the Association's Rules. Committee were asked to note and approve the deletion of a member who had passed away.	**DECISION: Committee approved the membership applications and approved the deletion of a member who had passed away.**
	That Committee approve the appointment of Bell Group for the kitchen replacement programme at Phase 4 at a cost of **£188,751.54 exc VAT.**	JS presented a verbal report, the full report has been uploaded to the committee portal. A mini competition was undertaken and three contractors were invited to quote for this work under Scotland Excel process for mini competition. Only 2 contractor returned a submission as follows Contractor Quote returned Cost (excluding VAT) Bell Group Yes £188,751.54 Novus Solutions Yes £311,476.16 CBES No	**Committee approved the appointment of Bell Group to undertake the kitchen replacement programme at Phase 4 at a cost of £188,751.54 exc VAT.**

Ruchazie
HOUSING ASSOCIATION

APPROVALS

Item No	Agenda Item	Proposed (P) & Seconded (S) by	Lead Officer
2	Minutes 26th March 2026	P: J Fraser S: C Park	JS
3.	Finance – Approved the RCF and signatories for each document required.	Committee approval	MS
4.	Approved – ARC submission approved subject to TSS results for 2026 being uploaded/included, submission by 31st May 2026	Committee approval	JS
5.	Approved - Damp and Mould Policy - Fire Safety Policy - Electrical Safety Policy Noted – Procurement Strategy (updated)	Committee approval	JS
8.	Approved – Membership Report Approved – appointment of Bell groups for kitchen replacement at Phase 4.	Committee approval	JS/SSC

ADDITIONAL ACTIONS FROM MEETING

Item No	Agenda Item	Action Required	Lead Officer / Date to be Actioned by
		SODA to be updated to reflect report to Committee on an annual basis regarding any decisions taken under Rule 55.	JS