

**KINGSRIDGE CLEDDANS HOUSING ASSOCIATION
MANAGEMENT COMMITTEE MEETING
HELD ON 28th APRIL 2026
IN THE KCHA OFFICES**

Present: Kirsteen McLerie (KM)
Elaine Shaw (ES)
John Barclay (JB)
Gerry Toner (GT)
Arlene Martin (AM)
Sharon McDonald (SM)
Jacqueline MacColl (JM)

In Attendance: Daniel Wilson (DW)
Fettes McDonald (FMD)
Jillian Baird (JB,CT), Auditor from CT.

1 Apologies

Jane McDonald, Fiona Mills, Margaret McKenzie, and Stephanie Ritchie.

2 Declarations of interest

None Declared.

DW raised with the MC that KM was running late, as was SM. With neither Chair or Vice Chair in attendance, in accordance with the Rules, the MC elected ES to act as Chair until they arrived.

3 Minutes of the last meeting held on 29th April 2025

DW updated on point 3. The MC had looked at the allocations policy and if there was capacity to provide preference to residents of our homes, who were not tenants, but were resulting in overcrowding. He advised that, as we are part of a common allocation policy, and as we have a duty to consult before changing this policy, it may prove a challenge to look at any changes in the short term. The allocations policy is due for review this year with Drumcog, and this would seem the best opportunity to discuss this further.

DW further updated that he will be working with FMD to run reports to check on the financial impact of changing the timescales for bathroom renewals in the 30-year plan.

JB approved, GT seconded

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4 Audit Planning Document (report attached. JB,CT)

Jillian from CT talked the Management Committee through the Audit Planning Document detailing the process which their auditors will undertake.

The MC discussed and agreed on the audit timescales.

5 Finance Training – FMD

At the request of FMD, it was agreed to carry this training over to the next meeting.

6 KCHA Long Term Projections

At this point, KM and SM joined the meeting. KM took over as Chair.

FMD discussed with the MC the report on the long-term projections. He advised that the Association is in a strong financial position. He discussed with them the financial assumptions that have been made as part of the report, and detailed the stress testing scenarios which he has run. Through this report he detailed that the Association remains a going concern and is capable of meeting our costs and responsibilities even when faced with difficult financial challenges. The report highlighted that the Association will be on track to remain in a strong financial position throughout the next thirty years.

7 5 Year Budget

FMD presented to the MC the Five-Year Budget Narrative and the Five-Year Financial Projections Report, the latter of which is required to be submitted to the SHR. He detailed the assumptions set within the projections and the MC discussed and agreed that these were reasonable and in keeping with our risk planning.

The MC agreed to the submission of the 5 Year Budget Narrative.

8 Five-Year Financial Projections

As above.

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9 Performance Report, Q4 (report attached. DW)

DW presented the report and highlighted that as this covers all 4 quarters, it details the end results for performance for the financial year. He also provided the MC members with a copy of the draft ARC and highlighted that the indicators for the report are also reflective of the ARC return.

Areas of note were:

- Properties are re-let in 6.93 days, far below the Glasgow average.
- All complaints have been addressed within timescales and this is addressed further at point 11.
- Repair times remain impressive, with emergency repairs under 3 hours, and non-emergencies at just over 2 days.
- Arrears are sitting in a great place at 1.7%.

DW updated the MC that the ARC indicators have changed, which has impacted the KPI with regard to right first time. After discussion, the MC agreed that they were happy for the reporting of this to be changed to match the ARC, i.e., the number of cases that required a call out.

The MC asked that their thanks is past on to the team as these results have been very good. They agreed that the Chair could sign off the ARC, and that DW would submit this.

10 Risk Registers

DW ran through the risk register with the MC, highlighting the following changes:

Redacted Information.

Political Uncertainty – due to conflicts around the world, costs may increase. The impact of the ongoing wars in the Middle East are increasing the costs of oil, which is increasing the operating cost and parts costs of our contractors.

Rent Arrears – This risk had been increased as we were concerned that the cost of living would be further impacted by the current fuel prices, however, as noted above, arrears remain well maintained.

Vandalism and Graffiti - This has increased in risk due to recent incident. We are working with Police Scotland regarding this.

Fuel Costs – As above.

Pension Liability – Following the suggestion by the MC, our Finance Officer arranged for a pension advisor to attend the office and provide independent

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financial advice to all staff. This will hopefully improve understanding of pensions across the team.

Poor record keeping – We have arranged for our historic paper backlog to be scanned. This will help protect us from loss of records.

Financial – impact of US foreign policy and conflicts, this is a new risk added.

Asset Management - added the impact of US foreign policy and conflicts.

The MC discussed and agreed on the updated Risk Registers.

11 Annual Complaints Report

DW presented the annual report on complaints. He detailed that we have embraced this new report following advice on best practice from the auditors. The MC discussed the report and the findings that the complaint numbers remain small. DW agreed that this makes conclusions difficult to draw, and we will continue to promote the recording of complaints across frontline services and seek to increase our statistical information to improve future reports.

12 New Policy, Personal Relationships at Work

This new policy has been recommended by SFHA.
MC approved this policy.

13 Membership Applications and Cancellations

No changes.

14 AOCB

DW advised the MC of the upcoming SFHA conference in June and asked all members that are interested to let him know so that he can begin arranging this.

He further advised that we have started recording Drumcog Committee training and that this is now saved and shared via Drop-Box. GT asked if this can be provided as both a hyperlink and a QR link, and DW advised that these will be sent out.

15 Date of Next Meeting

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26th May 2026 @ 17.45