

**KINGSRIDGE CLEDDANS HOUSING ASSOCIATION  
MANAGEMENT COMMITTEE MEETING  
HELD ON 31<sup>st</sup> MARCH 2026  
IN THE KCHA OFFICES**

Present: Kirsteen McLerie (KM)  
Sharon McDonald (SM)  
Elaine Shaw (ES)  
John Barclay (JB)  
Margaret McKenzie (MM)  
Fiona Mills (FM)  
Gerry Toner (GT)

In Attendance: Daniel Wilson (DW)  
Lauren McKinlay (LM)  
Lorna Ravell (LR, EVH)

**1 Apologies**

Stephanie Ritchie (SR), Jane McDonald (JM), and Arlene Martin (AM)

**2 Declarations of interest**

No declarations were made.

**3 Minutes on 24<sup>th</sup> February 2026**

The minutes were agreed upon, first proposed by ES and seconded by MM.

**4 Management Committee Appraisals**

LR of EVH presented the Management Committee Appraisal report. She advised that all appraisals have been completed with the exception of members currently on leave of absence. She advised that as part of the process she also attended and observed a Management Committee meeting, and at this she found that the MC were active in participating, asking questions and carrying due scrutiny. She advised that she feels that there is good governance in place and assurance levels are being maintained.

She detailed the collective findings of the appraisals, which showed that all members felt knowledgeable about their role as a MC member, their responsibilities as such, and that they felt both the quality and depth of the information supplied to the MC was adequate and allowed them to complete this role.

The MC discussed the feedback and felt that it was reassuring to note that they have been assessed in such a positive manner. They requested that DW incorporate the individual training plans into the training both for Drumcog and for individuals in the

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coming year and also asked that consideration is given to continuing to attend networking opportunities.

**5 Regulatory Engagement**

**Redacted Information**

**6 List of Approved Contractors**

The MC reviewed the updated list of approved contractors. The MC noted that we continue to work closely with local contractors which economically benefits the community. DW detailed that this close working has benefited our tenants through fast response times and extra support in dealing with emergencies.

The MC agreed on the list and passed on their thanks to the Asset Management Assistance for the performance and results we have achieved through their close working with the contractors.

**7 Directors Appraisal**

KM, as Chair, has carried out the Directors' appraisal with the support of LR. DW reported on the key objectives as set by this appraisal, and the MC discussed these and agreed that these reflect the key strategic direction of the association and the main programs envisaged for the year.

**8 Strategic Direction**

The MC considered the paper, looking at the key areas of strategic direction for the Association. DW advised that these had been discussed as part of the away day, incorporated into the Business Plan, and then reviewed as part of the Business Plan review in December; however, he felt it may be beneficial to go through these again in detail to ensure that they continue to reflect the direction the MC wishes the Association to move in.

The MC looked at the financial planning of the Association, they noted that we have a strong position with savings also generating income. They asked DW to explore and ensure that current investments are both secure/risk-free but also working the best in generating interest. After some discussion, it was agreed that we will look to continue to retain a healthy reserve to protect ourselves from unexpected costs arising from potential new energy efficiency standards.

The MC discussed development. They noted that we do not have any internal expertise and that there are significant challenges and risks in developing, especially under the current climate. They also appreciated that we have a duty to look at

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growth in light of the housing crisis. After debating this they agreed that it would be prudent to await more news and clarity with regard to the development of More Homes Scotland and to get a better feel for the political landscape following the next Scottish Parliament Elections.

The MC then discussed acquisitions. Whilst we do not have an active acquisition strategy, the MC felt that there is some potential for increasing our stock through this process. The MC felt that it remains important to remain within our area of operation so as not to stretch our resources, and that any acquisition should be kept within the G15 area and “on the hill”. DW highlighted that whilst property sales are rare within this area, it may be necessary to act quickly should such become available, and the MC agreed that in such circumstances DW would liaise with the Chair directly and communicate with the rest of the MC by e-mail. Any decision on acquisition would remain one for the MC, and would be subject to financial controls and confirming the property met, or could reasonably economically be brought up to meet, current housing standards.

**Redacted Information.**

The MC reviewed the stock investment planning, particularly with regard to life expectancies for Kitchens, windows and bathrooms. They noted that we have incorporated these into our 30 year plan. ES proposed that it may be beneficial to explore the financial costs of any changes, and the MC agreed to seek a review of what the costs may be to a change to the bathroom works from 25 years to 20 years. DW will work with FMD to pull a report on this for MC’s consideration.

The MC also had a discussion on allocations. It was highlighted that there is a growing challenge for our community with families overcrowding properties. The low number of our stock available to such applicants (who are classed as general applicants through our current policy), means that they have a limited chance of being rehomed. MC asked DW to explore this further and see of any solutions being offered by other Associations within the sector.

## **9 Membership Application and Cancellations**

DW advised that member (**Redacted Information**) has passed away with no request for succession, and according to the Rules, that membership shall now be cancelled.

## **10.i AI Policy**

DW advised the AI Policy has been updated by our DPO to ensure we are in line with GDPR and regulatory requirements.

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**10.ii Mobile Phone Policy**

DW advises that the mobile phone policy has been updated to reflect best practices.

**10.iii Settlement Agreement Policy**

The Settlement Agreement Policy was reviewed and agreed without any significant changes.

**10.iv Domestic Abuse Policy**

DW highlighted that point 8 was the only amendment made to the Domestic Abuse Policy. This reflects the guidance of the Dogs Trust, who have been working with the Association to review our Pets Policy.

**11 Policy Review List**

DW presented the updated policy review list to the MC. The MC noted that all policies are up to date and have regular periods of review. DW advised that we may review policies earlier if there is a change to legislation or best practice.

**12 Update on Fire Safety**

Redacted Information.

**13 AOCB**

There was nothing raised under AOCB.

**14 Date of Next Meeting**

Tuesday 28<sup>th</sup> April @ 17.45.