ACTION BY

MINUTE OF THE FOUR HUNDRED AND FIFTY FOURTH MANAGEMENT COMMITTEE MEETING OF LANARKSHIRE HOUSING ASSOCIATION LIMITED HELD IN THE ASSOCIATIONS OFFICE AT 191 BRANDON STREET, MOTHERWELL, ON TUESDAY 28 APRIL 2026 AT 6.35PM

Present:	Liam Donnachie	Chairperson
	Linzi Brunton	
	Gordon Anderson	
	Laurie Boles	
	Mayra Nunes	
	Gerry McParland	
	Paul Lennon	

Attending:	Henry Coyle	Chief Executive (CE)
	Liz White	Housing Services Director (HSD)
	Janet Napthine	Finance & Corporate Services Director (FCSD)
	Deborah Stapleton	Corporate Services Manager (CSM)
	Vicky Kennedy	Senior Property Officer (SPO)

The Chair welcomed Olwyn Gaffney from SHARE to deliver a presentation on the outcomes of the Annual Appraisal Process.

1. APOLOGIES

Apologies were submitted on behalf of Barry Farrell and Martin Ritchie.

2. DECLARATION OF INTERESTS

None recorded.

3. SHARE PRESENTATION - COMMITTEE APPRAISAL FEEDBACK

Olwyn Gaffney thanked Committee for the invitation to attend the meeting and present the Outcome Report from the Management Committee's Performance Appraisals conducted independently by SHARE. This included findings from the appraisal process, including:

- Methodology used and Key highlights
- Board tenure and Member motivations
- Induction feedback and Support for organisational values
- Succession planning, Committee effectiveness, and Key roles and experience
- The Chair's appraisal, recommendations for training, and Future actions

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During the presentation, discussion took place on the areas highlighted, particularly in relation to the three recommendations already being progressed. The Chair thanked Olwyn for her presentation.

Following conclusion of the item, Olwyn Gaffney left the meeting.

4. MINUTES

a) The Minute of the Four Hundred and Fifty Third Management Committee Meeting held on 24 February 2026 was moved as a true record by Gordon Anderson and seconded by Laurie Boles.

b) The Minute of the Housing Services Sub-Committee Meeting held on 24 February 2026 was moved as a true record by Gordon Anderson and seconded by Gerry McParland.

Business Arising

No issues were raised, and all agreed actions and recommendations were adopted.

c) The Minute of the Housing Services Sub-Committee Meeting held on 7 April 2026 was moved as a true record by Linzi Brunton and seconded by Gerry McParland.

Business Arising

No issues were raised, and all agreed actions and recommendations were adopted.

5. MINUTE TRACKER

Committee acknowledged the Minute Tracker, which provides ongoing updates on the progress and completion of actions arising from Meetings.

6. FINANCIAL PLANNING

a) Management Accounts for Period Ending 28 February 2026

Committee was referred to the report and ***Appendix 1***, and the FCSD gave a brief overview of the key factors:

- Operating Surplus was higher than budgeted surplus for the year-to-date, due to timing issues, mainly in relation to property costs
- Turnover was in line with the budget year-to-date and Rental Income from housing stock continues to perform well
- Employee costs were under budget
- Routine repairs showed an overspend forecast for the full year due to several factors, including a revised interpretation of Repair Standards leading to a circa 33% increase in works; Insurance Policy changes

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resulting in more storm damage exclusions and higher Reactive Maintenance costs; and increased failures of ageing gas boilers and electrical systems, requiring more repair call-outs

- Cyclical repairs showed an underspend year-to-date. However, gas and guttering works scheduled for completion by March are expected to use most of the current underspend

- Planned maintenance projects were underway or planned which are anticipated to use a large part of the year-to-date underspend

- Supplies and Services expenditure was overspent against the year-to-date budget overall, with movements in specific areas.

Several questions were raised concerning variances; cyclic maintenance spend and a provision for the Cladding Remedial Works, and the FCSD provided clarification. The FCSD will discuss a provision for the Dalziel Street Cladding remediation works with LHA's External Auditors and report back to the Management Committee. FCSD

b) Treasury Management Annual Report

Committee considered the Treasury Management Annual Report and Risk Map as presented. It was noted that borrowing arrangements remain with Virgin Money and RBS, with loan covenants continuing to be met through the Five-Year Financial Plan and no additional borrowing currently anticipated.

Committee further noted that LHA's investment portfolio and banking arrangements remain stable and that the Five-Year Financial Plan demonstrates ongoing compliance with loan covenants.

Committee approved the Treasury Management Annual Report and the Treasury Management Risk Map attached at ***Appendix 1***. The FCSD will facilitate a workshop on 30-year modelling and Covenants at the Committee's Away Day in July 2026, FCSD

c) SHR Five Year Financial Plan 2026-2031 Draft

The FCSD reported that the Association must submit a Five-Year Plan annually to the Scottish Housing Regulator containing financial projections and assumptions.

Committee noted that the plan included the following:

- ❖ Statement of Comprehensive Income
- ❖ Statement of Financial Position
- ❖ Statement of Cash Flows
- ❖ Additional Information

Appendix 1 to the report provided a detailed breakdown of the financial figures over the five-year period.

After consideration, Committee approved the draft Five-Year Plan, 2026-2031. The FCSD advised that any major revision would be presented to Committee prior to submission to the Scottish Housing Regulator by 31 May 2026. FCSD

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7. WATLING STREET, MOTHERWELL

Court of Session Proceedings

The CE provided a confidential verbal update on the current position. He confirmed that a judgement from the appeal to the Court of Session was imminent.

8. CLADDING UPDATE

The SPO referred Committee to the report, which provided an update on the two developments with fire risk cladding issues. £510,500 has been allocated in the 2026-27 budget for remediation and a grant application to the Scottish Government is to follow.

The PSD met with the Scottish Fire & Rescue Service on 9 April 2026, with evacuation strategies agreed for implementation and tenant communication. Progress is ongoing to appoint consultants, with planning pre-application discussions underway and engagement continuing with the Scottish Government, with guidance expected in July 2026.

It was noted that works could proceed in 2026-27 or be deferred to 2027-28 and if this approach is required, LHA could re-prioritise other capital and revenue works. The deadline date for adopting an alternative approach will be in August 2026, with a further report presented to the September Management Committee Meeting.

Monthly updates will continue to be provided to the Scottish Housing Regulator in accordance with LHA's Engagement Plan.

Committee noted the position and agreed to review Cladding progress at its next meeting in June 2026. PSD

9. ANNUAL RETURN ON THE CHARTER (ARC)

The CE provided a verbal update and confirmed that senior officers had been issued with the relevant paperwork and guidance to support completion of the Annual Return on the Charter (ARC) for 2025-26.

He advised that, once data input had been completed, an internal validation process would be undertaken to ensure accuracy and consistency of information, following which the Scottish Housing Network would conduct a desktop validation review to provide a further level of assurance.

Committee noted that a General Purposes Sub-Committee meeting would be convened to approve submission of the ARC to the Regulator by the deadline of 31 May 2026. It was anticipated that this meeting would take place during the week commencing 25 May 2026, with the date to be agreed later in the agenda.

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10. COMPLAINTS

a) Complaints Monitoring Leaflet

Committee noted the Complaints Monitoring Leaflet, providing details on complaints received in Q4. LHA conducts an analysis of the data to identify any service failures and uses these insights to drive performance improvements.

b) Complaint Tracker

Committee noted there were no complaints for which an action plan was created.

11. POLICY REVIEW APRIL 2026

Committee was referred to the Policy Review Schedule and Report, outlining policies due for renewal in April 2026 and the following policy updates were noted:

- Health & Safety Policy is a revised policy that replaces two existing policies that were previously used by Corporate and Property Services:
  - ❖ Health & Safety Policy (April 2025)
  - ❖ Health & Safety Policy & Procedures - Construction (Design and Management) Regulations 2015 (September 2022)
- Business Continuity Plan was reviewed and updated throughout the year as required, with no further changes proposed
- Financial Regulations were updated to reflect revised job titles
- Password Policy was reviewed with no changes proposed
- Respectful Conduct Policy supersedes the Unacceptable Actions Policy and was revised to simplify content, remove irrelevant and procedural elements, include a right of appeal, and introduce supporting operational guidance. The review cycle was also extended to three years
- The review of the Delegated Authority & Sub-Committee Remits, Payment Administration Policy, and Risk Management Policy, all due on 28 April 2026, was deferred until June 2026

Committee approved the Policy Review schedule and policies as presented.

12. ANNUAL ASSURANCE COMPLIANCE

The CE provided a verbal update on Annual Assurance Compliance, confirming that the SFHA Self-Assurance Toolkit would again form the basis of the Annual Assurance Framework Report and that the previous year's methodology, which received Strong Assurance from internal audit, would continue.

An additional Audit & Assurance Sub-Committee will again be convened in September to progress the 2026 Annual Assurance Statement, with recommendations to be reported by the Convener to the Management Committee ahead of submission in October 2026.

13. SCOTTISH HOUSING REGULATOR - ENGAGEMENT PLAN 2026

Committee acknowledged the Engagement Plan, noting that LHA's Regulatory Status remains Compliant and that the Scottish Housing Regulator continues to engage in relation to Tenant and Resident Safety matters, specifically Cladding.

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14. STRATEGIC PLAN 2026-2031

The CE provided an update on LHA's new 5-year Strategic Plan, confirming that high-level themes previously approved by Committee align with LHA's Corporate Values (Mindful, Connected, Inclusive and Accountable). These have been developed into an Action Plan and that the Strategic Plan has been published.

It was noted that consultation had taken place with the LHA team and Tenant Scrutiny Group, facilitated by TIS (Tenant Information Service), with further engagement held on 30 March 2026 involving Committee Members, Scrutiny Team Members, and the Team, prior to publication.

15. INSURANCE RENEWAL 2026-27

The FCSD presented a report on the renewal with Zurich Municipal and noted that this is for the final year of this agreement, with current cover expiring in April 2026. Renewal for 2026/27 totals £253,457, an increase of £18,482, due to increased stock valuations and a one-off cost for Cladding works at Dalziel Street.

It was noted that renewal was progressed under Chair's action to avoid a lapse in cover, with homologation now sought. LHA also holds separate cyber insurance with Howden Insurance. Costs exceed budget provision and will be addressed at the mid-year budget review.

After consideration, Committee homologated the renewal and approved continuation of cover from 28 April 2026 to 27 April 2027.

16. MEMBERSHIP AND COMMITTEE ISSUES

a) Annual Committee Programme of Works 2026-27

Committee considered the proposed Programme of Works for 2026/27 covering the Management Committee and Sub-Committees. It was noted that two versions had been presented pending the governance review scheduled for the July Away Day.

One reflects the current governance structure, including the Corporate Governance and Finance Sub-Committee, and a second reflects the potential suspension of that Sub-Committee and redistribution of its responsibilities.

Following consideration, Committee approved both versions of the Programme of Works, with the definitive version to be determined following the governance workshop at the Away Day.

b) Committee Recruitment

The CE provided a verbal update on Committee recruitment and advised that it was anticipated an advertisement would be issued in the coming weeks seeking to recruit additional members to the Governing Body.

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c) General Purposes Sub-Committee Meeting proposed date in May 2026

The date of the above meeting was considered, and it was agreed that members of the Sub-Committee would be contacted to determine a suitable date and time for the meeting to take place. CE

17. A.G.M - 30 JUNE 2026

a) Re-election of Committee Members

Committee noted a report from the CSM in relation to Committee Members due to retire at the forthcoming Annual General Meeting.

b) Memo: Rules 62-67

Committee noted the memo issued with the agenda papers confirming all requirements of Rules 62-67 have been complied with.

18. HUMAN RESOURCE ISSUES

a) Remuneration Policy

The CE referred Committee to a confidential report outlining the principles of the new Remuneration Policy. Following a detailed discussion, Committee approved the Policy, subject to agreed amendments, including approving a one-year review period instead of three years. CE

b) Flexible Working Policy

Committee was referred to the Flexible Working Policy due for renewal and was advised that the policy was updated to include flexitime provisions, clarify employee responsibilities and approval arrangements, set advance request parameters, and outline circumstances where flexitime may be withdrawn.

The review period was amended from annually to every three years, and Committee approved the policy as presented.

c) Performance Management Policy

Committee was referred to the Performance Management Policy due for renewal and was advised that the policy had been updated to reflect organisational values in line with the 5-year Strategic Plan and revised to align strategic objectives with the plan.

The review period had also been amended from 1 year to 3 years, and Committee approved the policy as presented.

As the Meeting had reached two hours at this point, 8.35pm, Committee unanimously agreed to a motion to suspend Standing Orders for Fifteen Minutes to allow the business to continue.

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d) Additional Public Holidays 2026-27

Following consideration, Committee agreed to grant an additional public holiday on Monday 15 June 2026 to mark Scotland's participation in the Men's Football World Cup Finals.

19. CORRESPONDENCE

Members confirmed that they had received all recent correspondence uploaded to the Resource Section on Decision Time portal for their information.

❖ **Notifiable Events**

No further correspondence.

20. ANY OTHER COMPETENT BUSINESS

No business arising.

21. DATES OF NEXT MEETINGS

Committee noted the dates and times of the undernoted meetings: -

Housing Services Sub-Committee	02.06.26	-	5.15pm
Management Committee	23.06.26	-	6.15pm
Annual General Meeting	30.06.26	-	6.00pm
Special Management Meeting	30.06.26	-	6.30pm

22. VOTE OF THANKS

The meeting closed at 8.50pm with a Vote of Thanks to the Chair.

Chairperson Signature: _____ Date: _____