Minutes of the Board meeting
held on 30th April 2026 at 6pm
in the Cadder Community Hub

Board Member	Attended	In Person or Online	Apologies
Kristina Bowie (KB) - Chair	X	In Person	
Jamila Flynn (JF)	X	In Person	
Stephanie Harverson (SH)			X
Mark Fisher (MF)	X	Online	
Ross Kirkwood (RK)	X	Online	
Kenny Wiggins (KW)	X	Online	
Adele Drennan (AD)	X	In Person	
Darren Ritchie (DR)			X
Scott Mould (SM)	X	In Person	
Claire Tetsill (CT)	X	In Person	

In Attendance	
Pamela Milne (PM)	Chief Executive Officer
Charlie Wood (CW)	Head of Asset Management
Lauren McClure (LM)	Governance and Corporate Services Officer (Minutes)
Carey Dunn (CD)	Senior Housing Officer
Kamila Feddek	Observer

Agenda Item	Description	Action By	Target
1.	**Apologies**		
	Apologies received from S. Harverson and D. Ritchie.		
2.	**Chairs Welcome - Meeting Format**		
	Chair welcomed everyone to the meeting, Board and staff introduced themselves to the observer of the meeting.		
3.	**Declaration of Interests**		
	No declarations of interest.		
4.	**Minutes for Previous Meetings**		

Agenda Item	Description	Action By	Target
	Minutes from meeting on 26th March 2026 1st Approval – SM 2nd Approval – AD		
	No matters arising.		
5.	**Action Tracker**		
	PM provided Board with an update on various items on the Action Tracker: • Board agreed for action relating to Board training videos to remove this from Action Tracker. • Kiswebs progressing with development of the new website • Sale of Balmore Unit still ongoing, Scottish Housing Regulator aware of the intent to sell • Glasgow City Council have been contacted for further information on their neighbourhood development plans for Cadder and the purpose of the role of the feasibility study Cadder HA are currently undertaking in relation to this • Board stock tour took place prior to meeting • PM & LM meeting with Tecnica in May where Board laptops and devices will be discussed – update Board in June • Informed Board that staff have volunteered to form a Skeleton staff for Monday 15th June public holiday • Confidential minute from previous meeting has been drafted will be discussed separately at end of Board meeting **Board agree Action Tracker**		
6.	**Reports for Approval**		
6.1	<u>Confidential Report</u> Chair advised this agenda item will be moved to the end of the meeting.		
6.2	<u>Eviction Report</u> CD gave Board an overview of the eviction report, outlined history of rent account and patterns of non-engagement. Board asked if cost of legal fees would be passed on to tenant, CD confirmed this would be the case.		

Agenda Item	Description	Action By	Target
	Board asked if staff are aware of any vulnerabilities the tenant may have, CD confirmed no vulnerabilities, addiction concerns or support needs have been identified or disclosed by the tenant. **Board approve the execution of the decree for eviction and the implementation of a Short Secure Tenancy in the event that the tenant clears the full arrears balance on or before the scheduled eviction date.**		
6.3	<u>Eviction Report</u> CD gave Board an overview of the eviction report, outlined patterns of non-payment of rent since tenancy was signed approximately 10 years ago. **Board approve the execution of the decree for eviction.**		
6.4	<u>Annual Assurance Statement Self-Assessment Report</u> PM discussed the work carried out last year to form a robust process for producing the Annual Assurance Statement, due in October and advised that the relevant Internal Audit Follow Up report will be presented to Board in September. PM outlined completed self-assessments for RS1, RS3 & RS4, all of which have been reviewed and updated since last year’s submission. The remaining self-assessments will be presented to Board at upcoming meetings. PM confirmed Decision Time is being continually updated with evidence and encourages Board to review this evidence as part of forming their assurance. **Board approve self-assessment for regulatory standards RS1, RS3 and RS4.**		
6.5	<u>Anti-social behaviour Policy report</u> CD informed Board that a full review of the existing policy was carried out, a name change is suggested and the updates to the policy reflect regulatory and sector leading best practice. The policy introduces a clearer and more defined and modern approach to managing anti-social behaviour, along with a focus on prevention, early intervention, partnership working and a person-centred approach. Board asked for wording referring to Board to be consistent in section 1.3 (reference to Management Committee/Board).		

Agenda Item	Description	Action By	Target
	Board raised a question around the Equality Impact Assessment and reference to impact on pregnant individuals, CD agreed to look at this and amend. **Board approve the Antisocial Behaviour Policy 2026 and agree that this will supersede the Neighbour Nuisance & Anti-Social Behaviour Policy (May 2020) upon approval.**		
6.6	<u>Fire Safety and Aids & Adaptations Policy Report</u> CW introduced 2 policies being reviewed and confirmed that no regulatory changes have been introduced which would apply to either policy. **Board approve Fire Safety Policy 2026 and Aids & Adaptations Policy 2026.**		
6.7	<u>Chief Executive Officer Report</u> PM advised that the Scottish Housing Regulator recently published the Engagement Plans and confirmed they do not require any further assurance from Cadder HA. **Board note the Engagement Plan for 2026/27**. PM confirmed there are no current Notifiable Events. **Board note the position regarding Notifiable Events.** PM updated Board on meeting with the Chair and potential new Board member who is observing the meeting and advised that they are aware of one more individual keen to join the Board. **Board note the update on Board recruitment.** PM briefly discussed the Written Resolution sent to Board on 15th April 26 and confirmed staff are progressing with this. **Board note the update on the Written Resolution.** PM informed Board that the Factoring Review has been completed by Share, the findings will be presented to Board at the May Board meeting. PM advised that Share will also present their proposal for assisting the Association through the implementation of recommendations within the report. **Board note the situation regarding the Factoring Review.** PM updated Board on progress of the new website, advised Kiswebs are assisting with the website development to ensure this project progresses. **Board note the update on the new website.**		

Agenda Item	Description	Action By	Target
	PM advised that the Association has been approached by the Mortgage to Rent Team about purchasing another Mortgage to Rent property in Cadder, have noted the Association's interest and report will be brought to Board with relevant updates. **Board note the acquisition of a property through the Mortgage to Rent Scheme.**		
7.0	**Reports for Noting**		
7.1	Health & Safety Update Report CW outlined that there are no incidents or regulatory issues to disclose to Board during this reporting period. **Board Note the Health & Safety Update Report.**		
7.2	Community Hub Update Report PM discussed ongoing potential nursery lease, the individual is keen to progress but further discussions with lawyers and insurers are required. Research undertaken looking at other Associations who manage nursery facilities, findings to be looked at in more detail. PM informed Board that they have contacted Glasgow City Council regarding the remaining balance of the Area Partnership Fund as the Association has small amount left over. PM updated Board on progress of recruitment for the Creative Wellbeing post, advised there were 47 applications which have been shortlisted to 6 for interviews taking place on 5th May.		
8.0	**Any Other Business**		
	PM discussed staff and Board recently completing the Kiltwalk, PM suggested donation towards the Association's chosen charity - Glasgow Children's Hospice. **Board agreed a £500 donation.**		
9.0	**Date of Next Meeting**		
	Next meeting takes place on 28th May 2026.		

Signed: ____________________________

____

Date: