

Board/COM Meeting: 25th September 2025

Thursday 25 September 2025, 10:30 - 12:30

G3 7HU

Attendees

Board members

Louise McElroy, Leanne Keegan, Heather Ward, Jonathon McNaughton (Chair), Elisa Campanaro, Karen McLaughlan, Gavin Mochan, LESLEY Munro, Jonathan Hempsey, Gary Meek, Rhona Harper (Chair), Margaret Gibb, David Mitchell, John Edwards, Vicki Meacham, Mike Trant, Valerie MacGregor

Followed by lunch at 1pm and AGM at 1.30pm

Meeting minutes

1. Closed Session: COM

2. Attendance

Jonathon McNaughton

2.1. Present

Jonathon McNaughton

In person: J McNaughton (JM), M Gibb (MG), K McLaughlan (KMCL), D Mitchell (DM), G Mochan (GM), R Harper (RH), M Trant (MT), H Ward (HW), C McDougall (CM), A McInnes (AMcl), V Wallace (VW)

Teams: J Edwards (JE)

Share certificates were issued to new members in advance of AGM.

JMcN noted the Board thanks for the contribution made by MT and HW over their time on the committee.

AMcl noted interest in joining the D&C committee and would be a strong chair due to experience.

2.2. Apologies

Jonathon McNaughton

E Campanaro (EC) and L Munro (LM)

2.3. In Attendance

Jonathon McNaughton

G Meek (GM), L Keegan (LK), J Hempsey (JH), V Meacham (VM) and L McElroy (LMcE)

L Highet and J Hodge attended for item 6.2.

3. Attendance Tracker

Jonathon McNaughton

As read.

 3. COM SubCom Attendance.pdf

4. Conflict of Interests

Jonathon McNaughton

None declared. Register of interests being updated.

5. Minute Approval: 14th August 2025

Jonathon McNaughton

Approved and will be redacted as appropriate prior to upload to website.

 5. COM Minute 14th Aug 25.pdf

6. Matters Arising/Corporate Action Tracker

Jonathon McNaughton

Action	Owner	Status	Outcome
Board - Further onboarding session to be arranged	LMcE	IN PROGRESS	Dates will be circulated to members
Budget: LK and JE to meet outwith to discuss housing asset plan	LK/JE	IN PROGRESS	May 25: Will be arranged when Head of Estates and Development post in place
JMcN to arrange Board session to look at process and approach in reporting requests from board perspective (including KPI requests)	JMcN	TO START	
Confidential paper - decision making grid to be brought to COM for further consideration along with timeline and org information	LMcE	IN PROGRESS	Sep 25: Brought to committee for further discussion

KPI discussion will take place with addition of new board.

Induction plan in place for Head of Estates.

Working group to look at review of onboarding. Elisa, Karen and Rhona will join this group alongside MG or JMcN with internal team. Meeting will be set up.

6.1. Positive Updates

LESLEY Munro

Noted for information.

KMcL carried out service visit to Bruce Court. Very welcome and engaged with staff, WRAP team and supported people. Very positive response from their time in the organisation. One note they miss the engagement with annual events for staff to socialise with Board and SLT - feel this would be beneficial to bring back

GM/LMcE to link in with KD to look to arrange an event for staff.

Encouraged members to arrange visits to services

 6.1 Positive Service Updates.pdf

6.2. Podcast - Lian and Jacob

Lian Hightet and Jacob Hodge

LH and JH attended committee to discuss the podcast 'A voice in the dark' which they host and edit. One podcast a month to share a core story of supported people and lived experience.

Information

Discussion

Podcast born from the Participation and Engagement Committee by LH to share experience and the use of tech to reduce fear through shared stories.

Podcast offers change to break stigmas.

7. Chair Update

Jonathon McNaughton

Updated addition of 3 new members who will be formally appointed at the AGM this afternoon.

8. FOR APPROVAL

8.1. Annual Assurance Statement





Decision

Louise McElroy

Noted the content of the report on evidence and highlighted works to develop further in our KPI's and Risk appetite.

2025/26 Workplan tracking the evidence from the annual review document against committee.

Approved statements which will be signed and uploaded

-  8.1 Annual Assurance and Equalities Statement.pdf
-  8.1 Appendix A SHR Assurance Statement Compliance Plan 2025 V1.pdf
-  8.1 Appendix B - Blue Triangle Annual Assurance.pdf
-  8.1 Appendix C - Blue Triangle - Equalities and Human Rights Statement 2025.pdf

8.2. Pension Review

Decision

Jonathan Hempsey

Noted content of report. Issues with communication between staff and current provider where it was difficult to engage and delayed pension accessibility.

Review undertaken by auditors and AAB consultants to test the market and proposal to move our plan to Scottish Widows.

DM queried the driving force behind decision and it relates to the service provided to our staff. JH noted we are below the £5m pension pot value. Scottish Widows are better performing at present time and the service is better.

Noted employees may be engaged more with more contribution to their fund due to the provider.

Increased flexibility for staff engaging in pensions.

JE queried support offered to staff in moving over. JH confirmed we have a pension provision through our payroll provider so online/in person sessions will be facilitated.

Approved transfer of pension.

-  8.2 Pension Review.pdf

8.3. Rule Confirmation: AGM

Decision

Louise McElroy

Noted rules for approval and confirmed as followed in advance of AGM.

Approved

9. FOR DISCUSSION

9.1. Confidential Paper

Louise McElroy

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📄 9.1 Consideration Paper for COM.pdf

9.2. KPI's

Louise McElroy

What information is required from Board's perspective to provide a clear set of KPI's. To be discussed by committee for updated report to be circulated.

9.3. Corporate Risk Register

Louise McElroy

Discussion on risk.

📄 9.3 Corporate Risk Register.pdf

10. FOR INFORMATION

10.1. CEO Update

Gary Meek


Noted death of supported person. Not within the service, this occurred in a residence outwith and staff were updated and support offered.

 10.1 CEO Update.pdf

10.2. Quality of Buildings: Health and Safety

Leanne Keegan

Noted.

 10.2 Quality of Buildings.pdf

10.3. Sub-Committee Reports

Noted content of minutes.

10.3.1. Delivery and Change: 4th September 2025

Heather Ward

HW noted the West Dunbartonshire Council matter. CEO confirmed award of East Dunbartonshire contract

Meeting with Board of WDC on Wednesday to discuss the Bonhill service closure.

 10.3.1 Delivery Change 040925.pdf

10.3.2. FIA Committee: 11th September 2025

Rhona Harper

Attendance to be updated

 10.3.2 FIA 110925.pdf

11. Any Other Business

Jonathon McNaughton

Noted receipt of Charity of the Year award and award to supported person

Also noted award through Homeless Network Scotland for a staff member.

Scottish Housing Awards also shortlisted for two further awards.

11.1. Register of Interests

Louise McElroy

Will be circulated to committee for update outwith meeting.

Information

12. Date of Next meeting: 20th November 2025

The COM minutes may be required to be posted on our external website to comply with Scottish Housing Regulator guidance and Freedom of Information legislation. Should we be asked for information in relation to this meeting. Text will be redacted and the reason for redaction noted below.

Page	Section	Reason
4	9.1	Confidential Board Discussion