

Board/COM 29th January 2026

Thursday 29 January 2026, 10 30 12 00

G3 7HU

Attendees

Board members

Louise McElroy, Leanne Keegan, Jonathon McNaughton (Chair), Elisa Campanaro, Karen McLaughlan, Gavin Mochan, LESLEY Munro, Jonathan Hempsey, Gary Meek, Rhona Harper (Chair), Margaret Gibb, Vicki Meacham, Catherine McDougall, Valerie MacGregor

Meeting minutes

1. Attendance

Jonathon McNaughton

1.1. Present

Jonathon McNaughton

In Person: J McNaughton (Chair), E Campanaro (EC), K McLaughlan (KM), C McDougall (CMcD), V MacGregor (VM), A Fulton (AF), D McIlroy (DMcI) and N Jamieson (NJ)

Teams: G Mochan (GM)

1.2. Apologies

Jonathon McNaughton

R Harper, M Gibb, A McInnes and D Gow

1.3. In Attendance

Jonathon McNaughton

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

2. Attendance Tracker

Jonathon McNaughton

Noted.

 COM SubCom Attendance.pdf

3. Conflict of Interests

Jonathon McNaughton

None declared.

4. Minute Approval: 20th November 2025

Jonathon McNaughton

Minutes read and approved. Appropriate redactions will be made and uploaded to website.

 Minutes_COM 20th November 2025.pdf

5. Matters Arising/Corporate Action Tracker

Jonathon McNaughton

| Action | Owner | Status | Outcome |
|---|-------|-------------|--|
| Board - Further onboarding session to be arranged | LMcE | IN PROGRESS | Jul 25 dates will be circulated to members yet to participate. Jan 26 Training through SHARE organised. Induction information shared with COM for review at meeting |
| 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. Jan 26 draft plan in development with P Kilmarnock |
| 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 | CLOSED | Sep 25: Brought to committee for further discussion. Nov 25 decision reached by COM not to proceed. |

Date will be arranged with Board to look at Board requests.

5.1. Positive Updates

LESLEY Munro

For information.

Noted the work with Training development and in-house switch. Moved away from generic to targeted training for our staff. Interest from third parties for our training provision.

Invite to managers for updates at committee going forward.

AF commented on the positive impact that the support gives to the people in our services and the impact on staff success. Visit will be arranged to Industry Street service. Potential input to our training and accreditation.

 5.1 Positive Service Updates.pdf

6. Chair Update

Jonathon McNaughton

New Members

Welcome to Angella, Nathan and Denis to the committee. Share certs issued and introductions from all members and SLT.

Board Recruitment

Finance role is a core skillset for the Board. Industry experience also.

6.1. Board Resignation

Jonathon McNaughton

Information

Discussion

DM submitted resignation with effect from 7th January 2026

LMcE to update OSCR Trustee list through portal

6.2. Development Day

Margaret Gibb

Will be an update provided by MG at the next meeting.

Discussion

7. FOR APPROVAL

No items for Committee approval

8. FOR DISCUSSION

8.1. Management Accounts: December 2025

Vicki Meacham

December management accounts update.

Discussion

9 months into FY. Forecast shows £250K surplus. Lower than last years position, healthy surplus last year but we need to continue to reinvest into the services. JMcN noted the significant progress based on the years of deficit. KMcl commented that accurate data allows for a clear summary of the position.

Backpay in December was made, review of figures of impact on PAYE provision for NI - we have additional provisions that can be released to cover any shortfall.

[REDACTED]. VM noted that Renfrewshire costs are being reviewed for income and staffing costs ensuring they are tracked in the correct service. Review will take place of all services once data is finalised. CEO noted key note is looking at the Local Authority in totality of income and expenditure.

February accounts will allow review.

 8.1 Management Accounts.pdf

8.2. KPI's

Louise McElroy

LMcE noted apologies for not circulating paper. Will share on Admin Control for review of December stats.

Discussion

8.3. Corporate Risk Register

Louise McElroy

Revised document to incorporate residual risk, further development of residual element needed.

 8.3 Corporate Risk Register.pdf

8.4. Board Training Plan

Margaret Gibb

Draft proposal shared for onboarding and training engagement.

Discussion

Members have been added to SHARE Training platform with allocated learning.

Members to work through modules.

 8.4 Board Training.pdf

9. FOR INFORMATION

9.1. CEO Update

Gary Meek

Pay Negotiation

GM provided update to Committee. Remains as a high risk for the potential strike action which is due to be undertaken prior to April to be within the 6 month timeline for action to take place.

At present there is no change to status and we will continue to engage in discussions with UNISON. Updates will be provided as we have them outwith Board schedule should there be any development in negotiations.


Update will be provided as available.

 9.1 CEO Update.pdf

9.2. Quality of Buildings: Health and Safety

Leanne Keegan

For members information.

 9.2 Quality of Buildings.pdf

 Health and Safety Com_23 Jan 26.pdf

9.3. Sub-Committee Reports

9.3.1. Delivery and Change:

Jonathon McNaughton

Minutes shared in advance for committee reference.

 Minutes_Delivery and Change 22nd January 2026.pdf

10. Any Other Business

Jonathon McNaughton/Margaret Gibb

CEO, LK, LM, JH, VM and LMCE left the meeting at this 12.15pm

10.1. SHARE Board Training Platform

Debra Campbell

Board participated in training session on the SHARE Platform.

Information

11. Date of Next meeting: 26th March 2026

Jonathon McNaughton

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 |
|-------------|----------------|--------------------------------|
| 3 | 8.1 | Commercial data - confidential |
| | | |