MINUTES OF THE 562ND MANAGEMENT COMMITTEE MEETING OF WILLIAMSBURGH HOUSING ASSOCIATION, HELD ON WEDNESDAY, 17TH JUNE 2026 AT 6PM (HYBRID)

PRESENT:	J. Scott	Chairperson
	R. Coelho	
	E. McDermott	
	Cllr. M. MacLaren	
	E. McGeehan	
	J. Kerr	
	D. Eadie	
	C. Henry	
	O. Ikeh (from 18:15)	
IN ATTENDANCE:	J. Grant	CEO
	L. Ramsay	Head of Finance and Corporate Services
	S. Cunningham	Head of Property Services
	S. Vernal	Head of Housing & Communities
	L. Fleeting	HR Manager

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1. (a) Apologies

Apologies were received from Cllr. W. Mylet and F. Stewart.

(b) Declarations of Interest

L. Fleeting declared an interest in item 4 and would leave the meeting.

2. (a) Minutes of Management Committee Meeting: 25.03.26 (No.560)

The minutes of the Management Committee meeting held on Wednesday, 27th May 2026 (No.561) were proposed correct, on a motion proposed by R. Coelho, seconded by Cllr. M. MacLaren.

Approval for the use of the Chairperson's digital signature was agreed.

(b) Matters Arising

There were no matters arising.

3. Housing Service Review

S. Vernal and L. Fleeting provided a presentation on the report. This outlined the background to the review, the recommendations made by consultants Housemark on the proposed new structure, costs and benefits, the extensive staff engagement activities throughout the process and the Human Resources considerations of the changes to structure and job roles that were recommended.

A member asked what training and support was planned for affected staff? S. Vernal advised that training was already underway and the planned changes to the corporate structure would also create more capacity for training and development support.

A member asked how the job matching would be implemented and will everyone be matched? L. Fleeting advised that a matrix would be used that identified skills and experience of individuals and would be scored against the duties of the new posts. All staff will receive support including one to one meetings to explain the process and options. Staff will get a range of options including matching, promotion opportunities, and in a few strictly limited circumstances a severance package is available.

A member noted the wide range of support and communication in place and already completed but how was morale generally? S. Vernal advised that staff were keen to see the new structure and understand what it meant for them. There is normal anxiety resulting from this uncertainty which is completely understandable. Everyone is very clear that staff support is a top priority and will remain so throughout the review process and beyond.

A member asked about value for money and whether there were more efficiencies possible? J. Grant advised that Housemark had considered actual work demand in the analysis, along with benchmarking on costs. It was concluded that staffing was in line with work demand and expected future work demand. The major opportunity for efficiency is in digital transformation of processes, which is underway and will take a major step forward when the new IT system is delivered in 2027.

The recommendations were approved, proposed by D. Eadie, seconded by E. McDermott.

4. Corporate Services Review

L. Fleeting left the meeting. J. Grant presented the report and outlined the background to the review and that it was smaller in scale than the Housing Service review. The recommended changes, costs and benefits, staff engagement activities throughout the process and the Human Resources considerations of the changes to structure and job roles were explained.

A member welcomed the extra focus on corporate compliance and assurance. How will this be split in the new structure? J. Grant advised that the proposed new post would focus on corporate health and safety compliance. Managing operational and strategic risk would also be supported through this role.

A member welcomed the focus on staff development, engagement and training. How would this support a staff succession plan? J. Grant advised that this was a key goal of the changes with a drive to "grow our own" staff and provide internal promotion opportunities and manage risk to the organisation evident in a challenging recruitment market.

A member asked how corporate communications and marketing would be changing? J. Grant advised that there would be a renewed focus on communication planning, digital media and reputation management.

The recommendations were approved, proposed by R. Coelho, seconded by C. Henry.

L. Fleeting returned to the meeting.

5. Policy Review

L. Ramsay presented the report, highlighting minor changes to the Staff and Committee Expenses Policies.

The recommendations were approved, proposed by R. Coelho, seconded by E. McDermott.

6. Chief Executive's Report

J. Grant presented the report, noting that D. Eadie had requested a leave of absence for 3 months for personal reasons. If this was approved a new Vice Chairperson should be appointed to fulfil the role.

The Committee approved the leave of absence and elected C. Henry as Vice Chairperson.

7. Any Other Business

There was no other items of business for the Committee's consideration.

8. Date and Time of Next Meeting

J. Scott thanked everyone for their attendance and advised that the next scheduled meeting of Williamsburgh Housing Association's Management Committee would be **Wednesday, 29th July 2026 at 6.00pm (Hybrid).**

CHAIRPERSON: **…….**

DATE: **…….**