

Chair of approving meeting to sign minute: JB	JMcG	-
4. Meeting Action List 2025/26	Lead	Due By
Board noted and approved the action list report as an aid to ensure all actions required are considered and complete. There were no further actions requested or discussed.	ALL	Approved
5. Matters Arising	Lead	Due By
The Chair asked if there were any matters arising from the previous meeting. Board confirmed no matters arising.		
6. Reports Requiring Decision/Approval/Discussion	Lead	Due By
<p>9.2 Ethical Conduct and Notifiable events - Confidential The Chair asked PB to present matters for discussion.</p> <p>PB provided an update on the Notifiable Event 31398 submitted to the Scottish Housing Regulator (SHR) on 2 July 2025.</p> <p>Board was previously informed that a further internal audit to review and validate all EICR data to fully ensure compliance would be presented to the Board at the September 2025 meeting and that the SHR requested to be keep informed of the outcome of the further internal audit.</p> <p>On receipt of the internal audit report and discussion with the Co-operative's solicitor an update was provided to the SHR on 18 August 2025. The SHR responded on 22 August 2025 asking whether the member of staff responsible for the falsification of the EICR certificate was also responsible for any other safety check e.g. gas.</p> <p>A response was provided to SHR confirming the staff member was also responsible for gas and fire protection compliance therefore an internal audit of these areas, of tenant safety, was scheduled for 11 September 2025.</p> <p>SHR then asked if Drumchapel commissioned the second audit into gas safety and fire protection as a result of what happened in discovering the doctored EICR certificate or was the audit already planned. They also requested a copy of the Audit Report on completion and if any recommendations from the audit to inform them how the Co-operative will address them.</p> <p>SHR were informed that the gas safety audit was commissioned as a result of what happened in discovering the doctored EICR certificate and that a copy of the report and how we will address any recommendations will be provided once the audit is concluded.</p> <p>The final internal audit report for Gas Safety (inc. presence of Fire/CO Detection Systems) was presented to members. The outcome of the audit was</p>		

that 'Substantial Assurance' was given with no recommendations made.		
Board confirmed all matters noted and had no additional queries to raise.		
<p>Decision Made:</p> <p>For PB to consult with Morgan Fraser MacRoberts Solicitors and prepare an update to the Scottish Housing Regulator.</p>	PB	-
12. Date of the Next Meeting		
The Chair thanked everyone for their attendance and input.		
There being no other business, the Chair closed the meeting at 6:50pm		
The date of the next meeting is Tuesday 02 December 2025 at 6.00pm at Drumchapel Housing Co-operative Office and via Zoom.		

Chair..... J Barshaw Date 2/12/25