ABERTAY HOUSING ASSOCIATION LIMITED
Minutes of the Board Meeting
Wednesday 27 May 2026 17:00

Present: Ron Neave (Chair), Kath Mands (Vice-Chair), Alan Fraser, and Graeme Watson. Kevin Braidwood, Ian Byers, Callum Main and Jennifer McAughtrie attended via VC.

In Attendance: Barry Moore (CE), Marjorie Sloan (CSD and Secretary) and Michelle Murray (Observer).

26/05/01 Apologies: Clare Talbot, (CSO).
In accordance with Rule 44.3 of the Association's Rules Darren Keddie had been granted special leave of absence.

The Chair welcomed everyone to the meeting.

26/05/02 Declarations of Conflicting Interests
No Member declared a conflicting interest.

Asset Management & Development Committee Reports (AM&DC)
26/05/03 AM&DC Chair's Report to Board
AM&DC Meeting 29 April 2026
The Chair of the AM&DC provided an update on the AM&DC Meeting held on 29 April 2026.

The Chair advised that this meeting included a number of reports relating to the financial year end. The AM&DC was delighted with the progress and performance in respect of the Committee's terms of reference. The Chair commented that the progress and performance made in respect of developments and the delivery of planned maintenance is excellent.

Board **noted** the AM&DC Chair's Report to the Board.

Audit, Finance & Risk Management Committee Reports (AF&RMC)
26/05/04 AF&RMC Chair's Report to Board
AF&RMC Meeting 13 May 2026
The CSD provided an update on the AF&RMC Meeting held on 13 May 2026.
It was noted that the Internal Audit Reviews of both Gas Safety and Tenant Engagement received Substantial Assurance.

The CSD reported on the Internal Audit Annual Report for 2025/26, confirming that all audit reports issued during the year received a grading of Substantial Assurance, with the Follow-Up Review achieving a grading of Reasonable Assurance. The Internal Auditor's annual opinion on the Association's governance, risk management and internal control processes is Substantial Assurance.

The CSD discussed the Management Accounts to Quarter 4 2025/26 and noted the changes to the report in relation to the pension information received after the AF&RMC reports has been sent to Members. She was delighted to report that the Income Report evidences that the Association's income streams are secure.

The CSD discussed the Loan Finance Update Report and set out the updated position since the report was presented to AF&RMC.

The CSD discussed the AF&RMC Annual Report to the Board which set out the work carried out by the AF&RMC during the year and the self assessment appendix.

The CSD advised that the AF&RMC had considered the following policies and recommended them to the Board for approval:

Bribery Policy
Fraud Policy
Bribery and Fraud Investigation Policy

Board **noted** the AF&RMC Report to the Board.
Board **noted** the Treasury and Investment Management Activity in the quarter as set out as s2.17 of AF&RMC 26/05/12, Management Accounts to 31 March 2026.
Board **noted** the Treasury Management Annual Report 2026/27 as set out at item AF&RMC 26/05/14.
Board **approved** the AF&RMC Annual Report to the Board.
Board **noted** the Loan Finance Update.
Board **approved** the following policies:

Bribery Policy
Fraud Policy
Bribery and Fraud Investigation Policy

Board Reports

26/05/05
Note of Board Away Day Saturday 7 March 2026
The Board confirmed the Note of the Board Away Day.

Minute of Board Meeting 26 February 2026 and Tracker
The Chair reviewed the minutes of the meeting held on 26 February 2026 and invited comments. The reference numbers for two items were updated.

Approved. Proposed by Kath Mands, **Seconded** by Graeme Watson.

The CE provided a detailed update on the tracker, noting which items can now be removed. He advised that the Asset Management Strategy will be presented to the August Board Meeting.

26/05/06 Matters Arising
There were no matters arising.

26/05/07 Chair's Actions / Decisions between meetings
The CE presented the report, confirming that there had been one Chair's Action since the Board Meeting held on 26 February 2026 relating to the purchase of a property belonging to the close relative of a staff member. The purchase price reflected the independent valuation carried out on the property.
Board **noted** the report.

26/05/08 Internal Management Plan 2025/26: Quarter 4
The CE presented the report, providing a comprehensive and detailed update on the Objectives and Actions within Internal Management Plan. He highlighted those which had been completed and could therefore be removed from the 2026/27 Internal Management Plan.

He noted that the eight new build properties in Angus Street had been handed over on 26 May 2026 and tenants were being signed up.

Members discussed the significant workload on staff in relation to the transfer of systems from SDM to HomeMaster.
Board **noted** the progress detailed in the Internal Management Plan for Quarters 1-4 2025/26.

26/05/09 Operational Performance Report KPIs 2025/26: Quarter 4
The CE presented the report, providing a comprehensive and detailed update on the Operational Performance Report KPIs for Quarter 4 of 2025/26.

As previously reported, the CE reiterated that the IMP and KPIs together offer the Board a thorough and integrated overview of the Association's progress and performance.
Board **noted** the Operational Performance Report: Key Performance Indicators for Quarter 4 2025/26.

26/05/10 Annual Return on the Charter to SHR
The CSD presented the report.

The CSD confirmed that all data contained within the ARC return is consistent with the information previously reported in the IMP and KPI reports.

The CSD tabled the results of the Scotlands Housing Network (SHN) validation. SHN described the return as consistent and could not find any errors. They suggested a number of areas to check. These checks have been done and no changes are required.
Board **approved** the submission of the Annual Return on the Charter to SHR by the Corporate Services Director.

26/05/11 Internal Management Plan 2026/27
The CE presented the report and advised that the IMP 2026/27 includes 58 Objectives and 68 Actions. He talked through Appendix 2, which outlines the new Objectives and Actions introduced for the 2026/27.

The CE stated that, as highlighted in previous reports, the IMP remains ambitious, aspirational and very target driven. He stressed that staff are fully aware of the significance of the IMP and remain committed to its successful delivery.

Board **approved** the Internal Management Plan 2026/27.

26/05/12 Operational Performance Report KPIs: 2026/27
The CE presented the report and highlighted the introduction of the new KPIs, noting that there are now 115 KPIs in total. The CE provided a detailed overview of these new key performance indicators and the reasons for monitoring and reporting.

Board discussed the 21 day re-let time target, particularly as achievement is skewed by the time taken on supported accommodation. The CE advised that he would prefer to keep the current target to prevent standards slipping.

Board **approved** the Operational Performance Report: Key Performance Indicators 2026/27.

26/05/13 Five Year Financial Projections Return to the SHR
The CSD presented the report.

The CSD advised that the 2025/26 figures are based on the Management Accounts reported to the AF&RMC on 13 May 2026 and have been updated to include the final pension figures. The Five-Year Financial Projections have been prepared in line with the 30 Year Financial Plan approved by the Board in February 2026.

Board **approved** the submission of the Five-Year Financial Projections Return to the SHR by the Corporate Services Director.

26/05/14 Loan Portfolio Return to SHR
The CSD presented the report. The CSD highlighted that the Loan Portfolio Return reflects the Association's borrowing position at 31 March 2026, as reported to the AF&RMC on 13 May 2026.

Board **approved** the Loan Portfolio Return to the SHR to be signed by the Chair and for the Corporate Services Director to submit it to the SHR.

26/05/15 CGPR: Health and Safety Policy Statement 2026/27
The CE talked through the report highlighting that it covered the Policy Statement only. He sought approval from Board Members for the Chair and him to sign and date the Statement on behalf of the Board.

Board **approved** the Health and Safety Policy Statement 2026/27 and consented to the Chair and the Chief Executive signing and dating the Statement on behalf of the Board.

26/05/16 Health and Safety Quarterly Report: Quarter 4
The CE talked through the report highlighting the five areas covered: Asbestos, Electrical, Gas, Legionella and Lifts.

The CE highlighted that in Q4, 7 asbestos surveys, and 0 asbestos removals were carried out.

The CE provided an update on the Five-Year Electrical Safety Checks stating that the end of Q4 showed that 99.89% of the housing stock had five-year electrical inspection certificates.

The CE provided an update on Gas Safety Checks declaring that 100% of properties had an up-to-date Landlord's Gas Safety Certificate and no properties had passed their annual anniversary date.

The CE highlighted that all legionella testing had been carried out as detailed in the appendices

The CE reported that all lift testing and maintenance had been completed, as outlined in the appendices.
Board **noted** the Association's performance in respect of its health and safety obligations detailed in the report.

26/05/17 Rent Arrears Report: Quarter 4 2025/26
The CE presented the report highlighting the excellent performance by the Income Team. It was noted that the direction of travel was extremely positive.
Board **noted** the excellent performance associated with the current rent arrears throughout Quarter 4 2025/26.

26/05/18 Former Tenant Arrears Write-Offs: Quarter 4 2025/26
The CE presented the report, providing an overview of the cases in Q4.
Board **approved** the write-off of the former tenant arrears detailed in the report.

26/05/19 Voids Reasons for Termination of Tenancies Quarter 4 2025/26
The CE presented the report, noting that there was a total of 22 terminations recorded in Quarter 4 and 138 in 2025/26. The CE referred to historical data included in the report, which allows for year-on-year comparisons.

The CE commented that as previously discussed with Members, at a Board Away Day and the Staff Away Day in 2026/27 we would be analysing the previous five years data not just on voids, but in respect of all strategic and operational objectives.
Board **noted** the reasons why tenants have terminated their tenancies throughout Quarter 4 2025/26.

26/05/20 Void Rent Loss Report: Quarter 4 2025/26
The CE provided a comprehensive update, confirming continued positive progress and strong performance across key areas. The CE highlighted that void rent loss remained well within acceptable levels and noted that the average re-let time of 21 days continues to be a highly ambitious and challenging target.

The trend away from longer tenancies to shorter term tenancies was noted, leading to increased numbers of voids and void costs.
Board **noted** the performance and financial implications associated with void rent loss in respect of Quarter 4 2025/26.

26/05/21 Acquisitions and Disposals
The CSD presented the report and provided an update on acquisitions and disposals since the last report. An application will be made for further grant funding when advised the time is right. This will cover acquisitions in 2026/27.

The CSD advised that two properties had been purchased since the last report and three were in progress.
Board **noted** the current position on acquisitions and disposals.

26/05/22 Block 30 Finavon Street: Significant Fire
The CE provided an update on the position following the fire and referred to the two update e mails which had been sent to Members since the incident.
The CE advised that the residents of the three blocks on the fire damaged side had been offered permanent alternative accommodation by the Association and had either moved in or were about to move in. The flats on the other side had today been connected to all services and the residents will be able to move back in shortly. Work is beginning to empty the flats on the fire damaged side.
Board **noted** the situation in respect of the significant fire at Block 30 Finavon Street.

26/05/23 Share Membership Register: Update Report
The CSD presented the report stating there was one new application to become a new share member.
Board **approved** the changes to the Share Membership Register.

26/05/24 Board Training Report
The CSD presented the report. The CSD requested that any Members wishing to attend any of the conferences should let her know.
Board **noted** the Board Training update.

26/05/25 AOCB
Following Michelle Murray's approval as a Share Member and her attendance as an Observer at previous meetings, Board **agreed** that she fill the Casual Vacancy on the Board.

The CSD discussed the Chancellor's recent update of the permitted mileage rate from 45p to 55p with effect from 6 April 2026.
Board **agreed** that the Association's mileage rate be increased from 45p to 55p backdated to 6 April 2026 for both staff and Board Members.

The CSD set out the arrangements for the Tour of Schemes on 6 June 2026.

Meeting closed at 18:50.