

Minute of the Hybrid Meeting of the Board of Management of Langstane Housing Association Limited held on Thursday, 13 November 2025 at 1.30pm

Meeting start time	12.30pm	Meeting end time	1.45pm
Present	In person M Martin (Chairperson) K Butler A Stevenson	Remote attendance T Dinozzi J Drummond J Fraser I Jamieson	
In Attendance	In person H Gauld, chief executive B Jack, director of property A Jenkins, director of housing M Macarthur, director of finance and corporate services H Lawson, team leader executive office and communications (minutes)	Remote attendance	
Apologies	J Gillies J Knowles C Lynch J Marshall		

1. Introduction

1.1 Board discussions (in-camera)

1.2 Chief executive statement

The chief executive confirmed there was nothing on the meeting's agenda that knowingly contravenes the rules, regulations and regulatory requirements of the Association.

1.3 Apologies / absences

The apologies noted above were intimated to the board.

1.4 Draft minute – 18 September 2025

Decision: The minute of the previous meeting was approved as an accurate record.

1.5 Matters arising

There were no matters to discuss.

1.6 Draft minute and decision making – 13 October 2025

Action: Typo at the bottom of page 5 to be updated.

Action: Remove top line at page 4.

Decision: The minute of the previous meeting was approved as an accurate record.

1.7 Matters arising

[REDACTED]

2. Discussion / decision making

2.1 CEO update

Regarding item 2.1.5, the passing of the Housing (Scotland) Act 2025, K Butler inquired about the potential impacts on the association. The director of housing highlighted considerations including domestic value, rent arrears management, anti-social behaviour, and low-level issues such as the right to repair and ask and act.

K Butler also raised concerns about domestic violence, questioning whether the association has the in-house expertise to handle such cases. The director of housing confirmed ongoing collaboration with partner organisations.

I Jamieson asked about companies house deadlines. The director of finance confirmed that the deadline is 18 November, and only Langstane Property Limited is involved.

Decision: All decisions were ratified.

2.2 [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

2.3 Detailed mid-year financial review

The director of finance confirmed the report indicates the association is on track overall. There is overspending in property, but this is offset by underspending in other areas. It is expected that the budget will be balanced by the end of the year, as savings elsewhere will compensate to some extent. The financial position is relatively healthy, partly due to reduced component costs, which improve the covenant health. However, the situation remains tight and assumes that property costs will continue at their current rate. Additional savings will be necessary as we approach winter.

[REDACTED]

[REDACTED]

Decision: The board of management approved the detailed mid-year financial review.

2.4 Board of Management to agree priorities for 2026-27 budget

Based on the strategy day paper, the five key priorities are as follows:

1. Culture shift - focusing on workforce development, transitioning to generic models, and improving staff satisfaction.

[REDACTED]

3. Clarifying hybrid working arrangements.

[REDACTED]

5. Developing new initiatives, such as section 75 agreements and/or acquisitions.

Additional areas include digital strategy, recognising the vast amount of data available and optimising its use, aligning these efforts with customer satisfaction.

[REDACTED]

[REDACTED]

[REDACTED]

Action: *A report will be prepared the December board meeting* [REDACTED]
[REDACTED]

2.5 Governing body annual reviews

The chairperson confirmed to board that governing body annual reviews will be due to commence in early Spring 2026.

K Butler felt the process was highly valuable to ensure reflection on current practices and identification of areas for improvement.

K Butler suggested employees are informed of the process so they are aware the governing body holds itself to account. This information will be communicated to employees via the monthly round-up update.

2.6 Remits – board of management and committees

2.6.1 People and performance committee remit

The chief executive suggested the team should revisit the remits and scheme of delegation, as the current structure is not functioning effectively. Clarity around the board's remit is essential, with a focus on adopting a more strategic approach. The proposal is to take a step back, clearly define the responsibilities of the board and committees.

A Stevenson expressed concerns regarding the purpose of committees, noting that meetings often involve reviewing the same content presented at board level. If committees are unable to make decisions, their value is diminished. A slight overlap is acceptable to ensure understanding, but the balance between the responsibilities of the board and committees needs to be clarified.

T Dinozzi suggested considering a reduction in the number of board meetings as part of a review.

Decision: *The board of management approved the people and performance committee remit.*

2.6.2 Board of management remit

Decision: *The board of management approved the board of management remit.*

2.6.3 Audit committee remit

Decision: *The board of management approved the audit committee remit.*

2.7 Corporate document review

2.7.1 Scheme of delegation

Decision: The board agreed that the scheme of delegation would be presented first, followed by the updated meeting remits.

2.7.2 Strategic financial planning policy

Decision: The board approved the strategic financial planning policy.

2.8 Meeting schedule 2026

The chairperson requested consideration of rescheduling the 2026 annual general meeting due to a personal conflict.

A Stevenson suggested that the strategic away day be organised outside the October school holidays.

Decision: Subject to these changes, the board approved the 2026 meeting schedule.

3. Routine monitoring reports

3.1 Statement of outstanding business

[REDACTED]

3.2 Health and safety update

3.2.1 Employer meeting minute – 29 Oct 2025

A Stevenson noted concerns regarding the report on SoloProtect device usage. The chief executive confirmed that discussions had taken place about potential disciplinary action for those not adhering to the device-wearing policy. However, SoloProtect has since issued new devices due to inaccurate reporting and usage issues. The chief executive expressed the view that the situation has notably improved, with the director of property engaging with the property team to address ongoing concerns. While this issue would not invalidate insurance, A Stevenson highlighted that improper usage remains a serious concern, a view echoed by I Jamieson.

I Jamieson also stated that the organisation would be liable if an incident involving an employee were to occur. The chair emphasised the importance of maintaining pressure on individuals to ensure compliance.

Decision: The employee meeting minute – 29 Oct 2025 was noted by the board.

3.2.2 Landlord meeting minute – 27 Oct 2025

Decision: The landlord meeting minute – 27 Oct 2025 was noted by the board.

3.3 Financial report

3.3.1 to 30 September 2025

[REDACTED]

Decision: The financial reports to 30 September 2025 were noted by the board.

3.3.2 to 31 August 2025

Decision: The financial reports to 31 August 2025 were noted by the board.

3.3.3 to 31 July 2025

Decision: The financial reports to 31 July 2025 were noted by the board.

3.4 Quarter 2 2025-26 reports

3.4.1 Strategic risk register

Decision: The strategic risk register was noted by the board.

3.4.2 Signings report

Decision: The singings report was noted by the board.

3.4.3 PR, communications and social media report

Decision: The PR, communications and social media report was noted by the board.

4. General

4.1 AOCB

There were no items discussed.

4.2 Date of next meeting

Thursday, 11 December 2025