

Minute of the hybrid meeting of the board of management of Langstane Housing Association Limited held on Thursday, 11 December 2025 at 12.30pm

Meeting start time 12.30pm

Meeting end time 2.20pm

Present	In person	Remote attendance
	M Martin (Chairperson) J Fraser I Jamieson J Knowles C Lynch A Stevenson	

In Attendance	In person	Remote attendance
	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)	

Apologies	K Butler T Dinozzi J Drummond J Gillies J Marshall
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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.

1.2 Appoint a vice-chair

On the motion of the chairperson and seconded by C Lynch, A Stevenson was nominated as vice chairperson and accepted the nomination.

1.4 Apologies / absences

The apologies noted above were intimated to the board.

1.5 Declarations of interest

Agenda item 2.3 – budget 2026–27; discussion on salary increases.

1.6 Draft minute – 13 November 2025

Action: Section 1.7 to be re-titled to "Housing changes".

Action: First line at 3.2.1 is duplicated and will be removed.

Decision: Subject to the noted amendments, the minute of the previous meeting was approved as an accurate record.

1.7 Matters arising

1.7.1 [REDACTED]

[REDACTED]

1.7.2 Choice based lettings

Progressing towards implementation and establishing a timeline. Approval was granted at the last people and performance committee. The coalition has agreed participation, and work is advancing at pace.

1.7.3 Governing body annual reviews

It is proposed that those preferring face-to-face meetings be scheduled around 5–6 February to maximise completion, in line with the next board of management meeting. H Lawson will liaise with the chairperson.

2. Discussion / decision making

2.1 CEO update

The floor was opened for questions and in response to C Lynch, the chief executive confirmed the Star Flat in Seaton is fully funded by Aberdeen City Council's Fairer Aberdeen Fund.

Assurance was given to the board members that differentials for those above the minimum wage have been maintained.

[REDACTED]

[REDACTED]

2.2 Rent setting and affordability proposal

C Lynch highlighted the section showing what can be delivered from each proposed increase.

J Fraser expressed concern about the delivery of floor coverings. The director of housing confirmed it is current policy to leave coverings in place when tenancies change or, for some tenancies, to install new ones. The director of property suggested installing more durable flooring.

I Jamieson emphasised the importance of advising tenants on the benefits of each funding level. The director of housing confirmed some members of a tenant focus group showed strong support for higher levels of funding, with clear questions around affordability.

[REDACTED]

[REDACTED]

J Fraser inquired whether demand for single bedrooms has changed. The director of housing confirmed demand remains relatively high, although refusals occur where planned maintenance has not been carried out and the property condition is inadequate. This is the same for two-bedroom properties although they can be more challenging to let.

[REDACTED]

[REDACTED]

Decision: The rent setting and affordability proposal for consultation was approved by the board of management.

2.3 Budget 2026-27

[Redacted text block]

2.4 Corporate document review

2.4.1 Long-term funding strategy

[REDACTED]

The director of property is preparing thirty-year projections for component replacements. Once completed, these will inform the budget.

[REDACTED]

[REDACTED]

Decision: *The long-term funding strategy was approved by the board of management.*

2.4.2 Scheme of delegation

In response to the chairperson the chief executive confirmed there are no significant differences to the new version of the scheme of delegation apart from the level of authority for the leadership team, noting that committees should function as decision-makers.

Decision: The scheme of delegation was approved by the board of management.

3. Routine monitoring reports

3.1 Statement of outstanding business

Decision: The board noted the statement of outstanding business

3.2 Health and safety update

3.2.1 Employer meeting

Two separate groups have posed challenges. Therefore, consideration is being given to consolidating them into one. The upcoming meetings will be attended, with plans to combine the groups in March 2026.

3.2.2 Landlord meeting

The next meeting is scheduled for 9 January.

Langstane has signed a contract with Safety Scotland, who provide ongoing support, legislative updates, and assist with all compliance requirements. The contract, signed on 1 December, is for a 36-month period. The agreement includes six workplace visits, which will be utilised for audits and site inspections.

[REDACTED]

3.3 Financial report to 31 October 2025

[REDACTED]

4. General

4.1 AOCB

There were no items discussed.

4.2 Date of next meeting

Thursday, 5 February 2026