



Board Meeting Minutes

Meeting: Board Meeting **Location:** The Ron Davey Enterprise Centre

Date: 28 July 2026 **Time:** 5.00pm

Attendees: C Rossine (Chair)
G Satti
J Thorburn
A Gow
J Fernie – Virtual – (left 6.10pm)
C Cook

Apologies: J Berrington, J Kennedy, J MacLeod

In Attendance: B Hartness (DCEO) BH
T Sweeney (DCS) TS
H Lovatt (H&S Mgr)
[REDACTED] – Wbg (Audit) Ltd (left 5.55pm)

Minute Taker: A Whiteford (SCSO)

	Agenda	Action	Date
1.	Apologies		
	As above. CEO submitted his apologies in advance of the meeting.		
2.	Declaration of Interest and Attendance		
	As above.		
3.	Minutes of the Board Meeting on 27 May 2026		
	Board AGREED the minutes were an accurate record of the meeting. Proposed J Thorburn Seconded G Satti i) Matters Arising		

	None.		
4.	For Approval		
a.	Review of Annual Accounts 2025/2026		
	BH presented the report regarding the draft statutory financial statements which were presented to the ARC Committee on 22 July 2026 and were recommended to the Board for approval. BH spoke about the reasons for the differences from the management accounts which are due to a range of adjustments mostly involving stock movements, additional accruals and creditors arising from the year end accounts process which reviews in depth the liabilities outstanding. BH then handed over to the external auditor, [REDACTED] from Wbg who confirmed to the Board that the audit itself went well. There were no recommendations for improvement in terms of governance or internal controls and no fraud or irregularities had been identified. He said that he was comfortable that the financial statements comply with the requirements of the legislation and the Association and subsidiaries have been given a clean bill of health. Member queried what the materiality threshold is that the auditor sets and [REDACTED] advised the threshold was primarily based on revenue. A materiality level is set for all 4 companies in the group. Members discussed the inclusion of the statement at the bottom of Page 21 of the Accounts relating to the percentage of lets. This information is already in the public domain and it was agreed that the inclusion of this could be a discussion for the Board going forward and a separate conversation held in relation to the current community tension/pressures and who people perceive get access to housing whether accurate or not. Members APPROVED the annual financial statements for NGHHA for the year to 31 March 2026		

	- Members AGREED to remit the statutory accounts of ng2, ngps and DSGL back to the Boards of those companies with approval to sign. - Members AGREED to recommend to the AGM that Wbg (Audit) Limited is re-appointed as external auditors. Proposed G Satti Seconded J Thorburn		
b.	FCA Return 2026		
	BH presented the report regarding the annual return which is submitted to the FCA and contains standard details regarding the Association as a Community Benefit Society. Board APPROVED the submission of the annual return to the FCA. Proposed C Cook Seconded A Gow		
c.	OSCR Return		
	BH presented the report regarding the submission of the annual return to the Office of the Scottish Charity Regulator (OSCR). BH advised that the return has changed since last year as the names of Charity Trustees were not previously disclosed. If the circumstances require it an exemption can be granted if anyone feels they should not be named. Members APPROVED the submission of the annual return to OSCR. Proposed C Cook Seconded A Gow		
d.	Financial Regulations Update		
	BH presented the report regarding an update to the Financial Regulations as part of the annual review which is a requirement of our Standing Orders. BH spoke about the changes including changes to the authorisation levels for approving invoices as a result of the change to HomeMaster.		

	These are now related to the grade of the staff rather than if their job title contains the word "manager". Members considered the proposed amendments in Section 2 of the report and APPROVED the Financial Regulations as attached to the report. Proposed C Cook Seconded G Satti		
e)	EVH Landlord Facilities Safety Control Manual		
	HL presented the report regarding the adoption of the above manual which contains a suite of topic specific policies and procedures and guidance covering key areas of landlord compliance. HL highlighted that roles and responsibilities are clearly outlined within the framework to ensure accountability at all levels of the Association. Member queried whether something should be added to advise who would provide cover when the Health and Safety Manager is on annual leave etc and HL advised that it would be updated to include this. HL advised that EVH also send any changes to the manual to other members of staff in addition to her so the relevant person would provide cover when she is not at work. Board APPROVED the Facilities Landlord Health and Safety Manual and agreed to sign the Statement of Commitment in support of its implementation across ng homes. Proposed A Gow Seconded G Satti		
f)	Board Succession Planning		
	TS presented the report regarding actions to date in relation to Board Succession Planning and discussions at the Board Working Group Meeting on 13 May 2026. Member requested that a list of potential benefits is shared with members prior to the next Board Working Group to inform the		

	discussions on incentivising Board membership. TS agreed to provide this. Any Board members unable to attend this meeting were requested to provide their input in advance either in writing or over the phone. Board noted the proposed short term and medium term actions and approved the following: • The creation of a "Pathway" for interested tenants and residents to get involved with the work of the Association and as a way for people to progress onto the Board. • A Board Working Group meeting to be held during August to work on creating the pathway, with the BWG meeting date to be agreed. • Board Succession Planning to be included on the agenda for the Board Strategy and Training event that is planned for 21 & 22 October 2026. Proposed G Satti Seconded A Gow		
g)	Declaration of Interest Policy		
	TS presented the report regarding the review of the above policy in line with the 3 year review cycle. Members noted there are no material changes to the policy. Members APPROVED the revised Policy as detailed in the report. Proposed J Thorburn Seconded G Satti		
h)	NRS Authorised Signatories List Update		
	BH presented the report regarding the completion of an updated Authorised Signatory List for grant claims and accepting HAG offers.		

	Members noted that the forms attached to the report would be submitted to NRS once fully signed by the Association's Officers and by the Association's solicitors. Board APPROVED the submission of the NRS signatory list once fully signed off. Proposed G Satti Seconded C Cook		
i)	Strategic Risk Register Review		
	BH presented the report regarding the Strategic Risk Register which is a necessary part of the governance structure of the Association. Members noted the revised Risk Register which has been updated in line with discussions held at the March Board Meeting. Members reviewed and APPROVED the revised Risk Register. Proposed A Gow Seconded C Cook		
j)	Membership Application		
	Members noted the Membership Application received from a tenant who is interested in joining the Board. Due to the short timescale it was agreed to approve the application subject to the tenant attending the Association to complete the required paperwork the next day. Members APPROVED the application for membership. Proposed J Thorburn Seconded C Cook		
5.	Updates from Chairs of Committees/Subsidiaries		
a.	ng property meeting on 17 June 2026		
	A minute of the above meeting has been filed in the folder for the Board to review.		
b.	ARC Committee Meeting on 22 July 2026		

	JT advised that most of the items discussed at the ARC were discussed earlier on the Board agenda. A minute of the above meeting has been filed in the folder.		
6.	Chief Executive's Update		
	BH commented in the absence of the CEO who was not present at the meeting. He referred to events which have taken place recently in the community and in relation to Stonyhurst Street. ng homes is aiming to start on this development as soon as possible as there is currently a housing emergency. There is no specific requirement as to who these properties will be let to as any government requirements are spread over ng homes entire stock.		
7.	Chair's Remarks		
	Chair attended a walk round 252 Saracen Street which she said is looking good. There are still a few things to complete and then a Board visit can be arranged. The building contains podcast and recording studios which have a really good sound system.		
8.	Delegates Feedback		
	JT gave an update on changes in relation to Union Representation.		
9.	AOCB		
	None.		
10.	Date of next meeting – Tuesday 1 September 2026 Meeting ended at 6.40pm.		

