



Board Meeting Minutes

Meeting:	Board Meeting	Location:	The Ron Davey Enterprise Centre / Microsoft Teams
Date:	20 May 2025	Time:	4.30pm
Attendees:	C Rossine (Chair) J MacLeod A Gow J Berrington F Malcolm	G Satti J Thorburn (virtual) – Joined at 4:50pm / left at 7.00pm	
Apologies:	S Fernandez		
In Attendance:	J Devine (CEO), B Hartness (DCEO) BH, L Cooper (DHS) LC, T Sweeney (DCS) TS, A Bell (DDPS) AB		
	[REDACTED] (Housing H&S Compliance UK Ltd) – joined the meeting at 4:45pm and left after item 4(a)		
Minute Taker:	C Murray (DTPO)		

	Agenda	Action	Date
1.	Apologies		
	As above.		
2.	Declaration of Interest and Attendance		
	As above.		
3.	Minutes of the Previous Meetings		
a.	Board Meeting on 25 March 2024		
	Board AGREED the minutes were an accurate record of the meeting. Proposed J Berrington Seconded G Satti i) Matters Arising None.		

4.	Governance and Improvement Plan		
a.	Housing H&S Compliance UK Ltd Reviews		
	<p>■■■■ joined the meeting to provide an overview of the independent compliance reviews conducted by Housing H&S Compliance UK Ltd.</p> <p>Members had a lengthy discussion and sought clarity from ■■■■ on a number of points.</p> <p>Members thanked ■■■■ for her time and ■■■■ left the meeting.</p> <p>Members APPROVED the submission of all three in-depth review reports to the Scottish Housing Regulator subject to amendments to the language in the Lift Safety In-Depth Review to ensure accuracy and alignment with the discussion.</p> <p>Proposed G Satti Seconded J Berrington</p>		
b.	April Submission		
	Members NOTED the submission.		
c.	May Submission		
i)	<p>LC and AB presented the report</p> <p>LC highlighted that as the paper refers to the April stats which is the beginning of a new year and shows figures carried forward from year end 2024/25.</p> <p>Members APPROVED the following for submission to the SHR by the end of April 2025:</p> <ul style="list-style-type: none"> • Compliance Report • Compliance Statistics Report • Glossary of Terms <p>Proposed J MacLeod Seconded C Cook</p>		
ii)	TS presented the Governance and Improvement Plan.		

	<p>The Board Working Group discussed reducing items on the Governance and Improvement Plan as many of the items are either complete or embedded as “new” business as usual.</p> <p>Members APPROVED the Governance and Improvement Plan for submission to the SHR.</p> <p>Proposed J Berrington Seconded G Satti</p>		
iii)	<p>The Chair advised that the Board Working Group discussed standing down as the majority of the items on the Governance and Improvement Plan are either embedded as business as usual or are nearing completion.</p> <p>Members AGREED to delegate authority to the Chair and Senior Officers to send the monthly reports to the SHR.</p> <p>Proposed J MacLeod Seconded C Cook</p> <p>The SHR have requested a meeting with the Board. Members discussed suitable dates and agreed to invite the Regulator to meet at 5pm on 3 June following the Regeneration Committee. Members AGREED.</p>		
d.	Governance Review: Recommendations for Approval		
	<p>BH presented the report.</p> <p>Members discussed items specifically relating to the subsidiaries and APPROVED:</p> <ul style="list-style-type: none"> • The structure of the ng group to remain the same. • The appointment of subsidiary Board members to be registered as Directors at Companies House. • Undertake a recruitment process for independent subsidiary Board members, as required • Service Level Agreements between ng homes and the subsidiary companies, ng2 Ltd, NGPS Ltd and DSGL Ltd. <p>Members AGREED an additional Board meeting in June to discuss the remaining proposals in relation to the governance structure and</p>		

	scheme of delegation as detailed within the governance consultant's interim report. Proposed J Berrington Seconded C Cook		
e.	P&C [REDACTED]		
	[REDACTED] [REDACTED] [REDACTED] ■ ■ ■ ■ ■ ■ ■ ■ [REDACTED] [REDACTED] ■ [REDACTED] [REDACTED] [REDACTED] [REDACTED] Proposed J Berrington Seconded J MacLeod		
f.	Minutes of the Board Working Group meetings		
	Members NOTED the Minutes of the Board Working Group Meetings of 20 March 2025 and 23 April 2025.		
5.	For Approval		
a.	Management Accounts to 31 March 2025		
	BH Presented the report. Members APPROVED the Management Accounts for the period to 31 st March 2025: Proposed G Satti Seconded C Cook		
b.	NGHA Business Plan		
	BH presented the report and revised Business Plan for ng homes. Members discussed and APPROVED submission of the Plan as required to lenders and to the Scottish Housing Regulator, with a summary of the Plan to be prepared for staff and key stakeholders.		

	Proposed G Satti Seconded J Berrington		
c.	ng2 Business Plan and Budget		
	<p>BH presented the report and Business Plan for the ng2 subsidiary. BH advised that there was significant investment in vehicles and machinery this last year with no plans for any more investment other than normal levels of maintenance.</p> <p>Members discussed and APPROVED the business plan of ng2 and remits it back to the ng2 Board to adopt.</p> <p>Proposed C Cook Seconded J Berrington</p>		
d.	Five Year Financial Projections (FYFP)		
	<p>BH presented the report.</p> <p>Members APPROVED the five-year financial projections return and its submission to the Regulator.</p> <p>Proposed J MacLeod Seconded G Satti</p>		
e.	Loan Portfolio Return		
	<p>BH presented the report.</p> <p>Members APPROVED the loan portfolio return and its submission to the Regulator.</p> <p>Proposed J Berrington Seconded G Satti</p>		
f.	Annual Return on Charter (ARC)		
	<p>LC presented the report. LC advised that the Association is currently undergoing an internal audit in relation to the ARC Return. During this process an anomaly was identified: the void loss figure was found to be 0.76 rather than the 0.74 stated within the report.</p> <p>Members noted performance for 2024/25, as set out in the ARC return, and APPROVED the document to be sent to the Scottish Housing Regulator.</p> <p>Proposed J MacLeod Seconded C Cook</p>		

g.	Association Membership Application(s)		
	<p>TS presented the report.</p> <p>Members APPROVED the membership applications detailed within the report.</p> <p>Proposed J Berrington Seconded G Satti</p>		
h.	Gas Safety Policy		
	<p>AB presented the report advising of the changes that were recommended following the in-depth review of gas safety.</p> <p>Members APPROVED the revised Gas Safety Policy.</p> <p>Proposed G Satti Seconded C Cook</p>		
	At 7:00 p.m., in accordance with Standing Order 20, a motion to extend the meeting beyond two and a half hours was unanimously approved by all Members.		
6.	Chief Executive's Update		
	<p>Implementation of the HomeMaster system is progressing.</p> <p>A cost plan has been developed for the Stonyhurst Street project.</p> <p>CEO asked Members to pay particular attention to item 9(a) – Governance Update – that includes a link to the Scottish Housing Regulator's risk assessment of registered social landlords, dated 31 March, which highlights the importance of SHQS compliance and the accuracy of data, reflecting the ongoing improvement journey of ng homes.</p> <p>A "fabric first" approach is being adopted for window replacements to improve energy efficiency.</p> <p>The CEO confirmed that efforts to secure grant funding will continue as part of the Association's strategic approach.</p>		

	<p>An application for net zero funding has been submitted to the Scottish Government for Broadholm Street, aiming to align it with the rest of the multi-storey stock. A comparative analysis will be conducted against gas-fed properties.</p> <p>Funding has been approved for the development of 252 Saracen Street as a Social Entrepreneur Centre.</p> <p>Discussions with Jobs & Business Glasgow (JBG) regarding Saracen House have been progressing slowly.</p>		
7.	Chair's Remarks		
	Chair provided an update on the EVH Conference that took place from Friday 16 – Sunday 18 May 2025.		
8.	Delegates' Feedback		
	None.		
9.	Reports for Noting		
a.	Governance Update		
	Members NOTED the report providing an update on governance related matters from 15 March 2025 to 9 May 2025.		
b.	Scottish Housing Regulator		
	Members NOTED the report advising of notifiable events which have been reported to the Scottish Housing Regulator since the last Board meeting.		
c.	KPI Performance YTD (Q1-4)		
	Members NOTED the Key Performance Indicators for 1 April – 31 March 2025.		
d.	Complaints and Compliments (Q4)		
	Members NOTED the report providing an update on complaints and compliments received for the 3-month period 1 January to 31 March 2025.		
e.	Communications Update (Q4)		
	Members NOTED the report providing an update on communications and media information from 1 January to 31 March 2025.		
f.	Register of Interests YTD		

	Members NOTED the report providing an update on declaration information for all parts of the ng group.		
g.	Freedom of Information (Q3/4)		
	Members NOTED the report providing an update on FOISA, EISR and SAR requests during Q3 and Q4 2024/25.		
h.	Gifts, Hospitality and Donations Report (Q3-4)		
	Members NOTED the report providing an update on gifts and hospitality given and received and on donations made by the Association/group subsidiaries for the period covering 1st October 2024 to 31st March 2025.		
10.	Minutes of Committees and Subsidiaries		
a.	NGPS Board Meeting on 19 March 2025		
	Noted.		
11.	AOCB		
	The Board Strategy/Training event will be scheduled during Q3. Members will be contacted regarding options.		
12.	Date of next meeting – Thursday 19 June 2025 Meeting ended at 7:08pm		