

BOARD MINUTES



Meeting Date: 02 October 2025
Time: 6pm
Venue: Almond HA Office

Board Members in Attendance

Chris Boyle
Adam Turner
Gary Hay
Jack Rillie
Julie Riley
Natalie Cryans

Apologies

Simon Davies
Vicky Bluck
Darren Lewis
Martin Joyce

Staff in Attendance

John Davidson	CEO
Sandy Young	Director of Housing Management
Iona Taylor	Director of Asset Management
Craig Porter	Director of Finance and Business Support
Tammy Allan	Business Improvement Officer (minutes)

Others in Attendance

PRESENTATIONS

None

STANDING ITEMS

7198	Welcome The Chair welcomed everyone to the meeting
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7199	Apologies A record was made of apologies from non-attendees.
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7200	Use of Seal None
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7201	AOCB Approval None
7202	Declaration of Interest on any Agenda Items None
7203	Minutes from Previous Meeting The Board approved the Minutes of the previous meeting.
7204	Matters Arising/Update/Information Papers for Discussion None
7205	Board Members – Items for Future Meetings AT enquired whether an agenda for the Development & Regeneration workshop could be circulated. JD also noted at this point that the revised dates that are being considered are 5 th & 6 th November, however a poll would be circulated to establish availability.
7206	Board Training – Verbal None
7207	Chief Executive’s Report JD referred to the growth & partnership updated within his report, noting that one of the potential partners that had been identified has significant issues with 4 of their blocks with cladding. The other potential partner has achieved 60% compliance with SHQS and are struggling to achieve the full 100%. Therefore, neither meeting the aspirations of AHA. JD moved on to refer to the soft launch of the Bee Kind campaign that took place at this year’s AGM. A full launch took place on Scottish Housing Day and Jane received a letter of congratulations from Angela Constance. The Board noted the contents of this report.

REPORTS FOR DECISION

7208	Board Standing Orders review & Sub-committee composition CP presented the report noting that at this point in the year we would review the remit of each of the Associations sub-committees and seek volunteers for each of them. CP moved on to detail the delegated authority given to the Audit & Finance Sub-committee. JRi, GH and JR all volunteered, however JR noted that she can only attend 2 out of the 4 meetings per year. MJ will remain in the Sub-committee and VB would attend as an observer. It was agreed that the Staffing Sub-committee membership would remain the same, along with the Allocations Sub-committee. JRi and NC volunteered to join the Asset Management Working Group. The Board approved the Standing Orders. Board members also agreed the composition of each sub-committee/working group.
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REPORTS FOR INFORMATION

Asset Management

7209	<p>RAAC update</p> <p>IT presented the routine report noting that RAAC has been a significant project for the Association. She noted the progress that has been made in terms of what does and doesn't work. However, we have found that the decants have been the trickiest part of the entire process as some tenants are living in difficult circumstances. We are also working with 1 tenant liaison officer as the other is expecting her first child and due to the nature of the work, she is now working in another area of the business. However, we hope to have a replacement in soon.</p> <p>AEL are carrying out the post work cleans whilst also helping tenants clear their attics prior to them moving out and tenants have expressed how happy they are with the work that has been done and the condition of their home when they return.</p> <p>IT detailed that 23% of the overall work has been completed so far with some minor snagging issues that have all been picked up, however she hopes that some of the future work can be brought forward. She also noted that where claims have been made around furniture being damaged in the tenants home, each claim is being reviewed on a case by case basis.</p> <p>The Board noted the contents of this report.</p>
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Finance and Business Support

7210	<p>Statutory Returns – OSCR and FCA</p> <p>CP presented the standard report advising that its purpose is to advise that both returns to OSCR and FCA have been submitted within the agreed timescales.</p> <p>The Board noted the submissions of the OSCR and FCA returns for the Association for the year ended 31 March 2025, by the due filing dates of 31 December and 31 October 2025 respectively.</p>
7211	<p>Data Use and Access Act (2025)</p> <p>CP noted that the report notes the changes to UK GDPR. He also noted that all managers within AHA have been fully trained on all of the changes.</p> <p>There was a query raised around what special category data AHA holds about our customers and it was confirmed that gender is the only data we hold that is specific to individuals. There has been consideration given to whether we hold other data specific to individuals, however we cannot demonstrate how it would be used.</p> <p>The Board noted the amendments to UK General Data Protection Regulations (UK GDPR), Data Protection Act 2018 under new Data Use and Access Act 2025 (DUAA).</p>
7212	<p>Board Training Events</p> <p>CP referred to the feedback following the Board appraisal process where Board members highlighted that they would like to see what training is available in the sector and what training would be mandatory.</p> <p>CP moved on to refer to the training calendar and share training portal that is available to all Board members.</p> <p>The Board noted the upcoming training events available to them along with the on-line eLearning courses that can be completed on the Share training portal.</p>

7213	<p>Consent Agenda</p> <p>In terms of the strategic goals update, JD advised that the new HMS will go live on Monday 6th October with the project team working over the weekend to ensure that we are ready.</p> <p>Following Board discussions at the strategy day, the AI policy has been developed. The ICT will be looking at the benefits of obtaining the paid version of co-pilot and also reviewing the costs that would be involved in rolling it out to staff. This generated a discussion on how the licenses can be distributed and the training that will be given to ensure that everyone has a full understanding. However, it was noted that AI cannot be rolled out while staff are getting used to the new HMS</p> <p>With regards to the 9DF policy, JD advised that the policy has been developed to give a framework around what has been working within the Association for the last year. He also noted that one of the areas in the policy is around how bank holidays are managed and it was agreed that staff would be able to take the Friday off after a bank holiday, whereas up until now the Friday has been cancelled.</p> <p>The Board agreed to the recommendations within the consent agenda.</p>
7214	<p>AOCB</p> <p>None</p>
7215	<p>CEO & Board member only session</p>
	<p>Date of Next Meeting: 06 November 2025</p>