

**WHEATLEY HOMES EAST
MINUTE OF BOARD MEETING
held at 5pm on Thursday 27 March 2025**

New Mart Road, Edinburgh

Members Present: Alastair Murray (Chair), Heather Macnaughton, Jack Cadell, Fiona Burden, Ruth Kynoch,

In Attendance: Alan Glasgow (Group Managing Director of RSLs), Laura Henderson (Managing Director), Pauline Donald, (Governance Business Partner), Lyndsay Brown (Director of Financial Reporting), Lynsey Fotheringham (Head of Housing), Anne Marie Hallett (Head of Governance). Stephen Devine, Director of Assets and Sustainability (Item 5 only) Laurie Carberry, Director of Procurement, fleet and Utilities (Item 9 only) Euan Smith, HR Business Partner (Compliance and Systems) (Item 9 only).

Observing Kirsty Porter, Scottish Housing Regulator
Simon Stone, Scottish Housing Regulator
Rebecca Gibb, Scottish Housing Regulator

Welcome and Apologies for Absence

The Chair welcomed representatives for the Scottish Housing Regulator who were in attendance as Observers as part of their annual programme of visits to housing associations across the country.

Apologies for absence were received from Kenneth Barclay, Pamela Paton, Judith McGlashan, Michelle Meldrum and Anne McGovern.

1. Declarations of Interest

The Board noted the standing declarations. No new declarations were made.

2. a) Minute of the previous meeting held on 6 February 2025, matters arising and action list

The Board reviewed the minutes of the previous meeting and noted the action list. No matters arising were noted.

Decided: The Board approved the minutes of the meeting held on 6 February 2025.

3. Chair and Managing Director update

The Chair provided an update on key issues considered at the Wheatley Group Board meeting including: the impact and our response to Storm Eoin, appointment of a new Executive Director at City Building Glasgow, the impact of private sector rent controls and the Wyndford demolition. The Chair also advised that he had a very successful visit to our Rosewell development where we have recently handed over 25 new homes.

The Managing Director provided an update on the fire risk assessment and action plan for our West Granton properties advising also that all buildings are subject to a detailed survey. The Board received assurance that we had contacted all customers in writing with relevant guidance and information.

The Board noted that an update report and summary of actions taken will be provided to the next meeting.

4. Home safety building compliance update

The Board were provided with an update on home safety building compliance work streams during 2024/24.

The Board received updates on our work programmes that ensure compliance with gas, electricity, water management, lifts, asbestos, and fire regulations. Additionally, the Board were informed about other safety programmes including thermostatic mixing valve servicing, mandatory electrical installation condition reports and our smoke and heat detector rolling programmes.

The Board acknowledged our plan to pilot a new radon gas testing programme and noted that they will receive updates on progress and results.

The Board were informed of our programme of fire door checks on our six-storey blocks, as a precaution, given they are just below the Scottish Government's 18-metre inspection requirement. The Board noted that door inspections and repairs have been completed for those accessed, while those needing a second access attempt will be revisited in the next 6-month programme.

The Board received assurance on our approach to forced entry, especially for vulnerable customers and also on our programme of compliance for asbestos. The Board noted our strategy of bundling multiple tasks during customer home visits, thereby minimizing the frequency and burden of visits for customers.

Decided: The Board noted the contents of the report and the ongoing approach to managing and delivering compliance related works.

5. a) 2025/26 Budget

The Board were provided with an update on the 2025/26 budget.

The Board considered the report noting the comparison against the financial projections and one reported adjustment due to the recognition of gift aid paid from Wheatley Developments Scotland Ltd.

Decided: The Board approved the 2025/26 Budget.

7. b) Finance report

The Board were provided with an overview of the management accounts for the period to 28 February 2025 and received an update on the proposed debt facility of £7.3m with Allia Social Impacts Investment Limited ("Allia")

The Board discussed the proposal to borrow £7.3m [REDACTED] until October 2032 through the Scottish Government Charitable Bond Programme provides us with an opportunity to take advantage of well-priced, unsecured debt under existing documentation. It can be delivered at a rate lower than the assumed cost of funds in our current financial projections and alternative sources of funding currently available to us.

The Board considered the overspend driven by additional revenue repairs and maintenance costs. The Board were advised of the current progress with our approach to improving the response to our repairs programme as well as the challenges experienced with vacant posts across a range of trades.

Decided: The Board:

- 1) Noted the Finance Report for the period ended 28 February 2025.**
- 2) Approved the new £7.3m Allia facility to fund the delivery of new affordable homes.**

8. Scrutiny Panel update (presentation)

The Board were provided with a presentation on the environmental thematic review undertaken by the Scrutiny Panel, the focus of which was on Neighbourhood Environmental Teams (NETs) and waste management.

The Board discussed the key outcomes from the review including the agreed action plan, progress to date and next steps.

The Board welcomed the customer-led approach to this review and acknowledged the focus on continuous improvement, particularly through customer engagement and insight and use of new technologies. The Board supported the continued efforts to strengthen partnership working with Local Authorities through forums, meetings and formal partnership agreements.

Decided: The Board noted the presentation.

9. Radio Teleswitch update

The Board were provided with an update on the implications of the planned switch-off of the Radio Teleswitch (“RTS”) systems for our customers which has been extended in Scotland from June 2025 to August 2025.

The Board noted the number of affected Wheatley Homes East customers. Assurance was provided that we will continue to engage with these customers and work with energy companies to support the switch-over with contingency plans in place, should these be required. The Board noted the range of communications that we have in place to support and advise customers via social media, written communications, housing officer visits to tenants and outbound calls.

A further update will be provided at the next Board meeting.

Decided: The Board noted the report.

10. Group Procurement – annual strategy and policy updates

The Board were provided with an update on the revised Group Procurement policy and an update on the changes made as part of the annual review of our Group Procurement Strategy 2025, Group Sustainable Procurement Statement and Group Community Benefits Statement.

The Board confirmed compliance with procurement and contracting laws and assurance was provided that our strategy, policy and associated processes meet these requirements.

Decided: The Board noted the revised Group Procurement policy.

11. Gender Pay Gap (presentation)

The Board received a presentation on Gender Pay Gap for the reporting year 2024/25.

The Board noted that gender pay gap reporting is a legal requirement for UK Companies with over 250 employees with the Equality Act 2010 mandating the publication of mean and median general pay gaps, gender bonus gaps and the proportion of males and females by pay quartile.

The Board received assurance that gender identity is recorded across all our HR systems but is currently not a reporting requirement through the Gender Pay Gap annual reporting.

The Board were advised that any suggestions/opportunities to positively move gender balance, where required, would be welcomed.

12. Governance update

The Board were provided with an update on the Board agenda planner.

Decided: The Board provided feedback and agreed the agenda planner for the remainder of 2025, subject to a further review at the August meeting.

11. AOCB

The Board was advised that the date of the May meeting will be rescheduled. Confirmation of the revised date will be provided in due course.

Signed: **(Chair)**

Date: