MINUTE OF OVHA BOARD MEETING
HELD ON TUESDAY 17th February 2026

IN ATTENDANCE
Nick Clark (NC) – Present
Colin McInnes (CM) – Present
Dave Roberts (DR) – Present
Tommy Braid (TB) Present
Maryjane Elder (ME) – Present (Minutes)

PRESENT
John Flynn (JF) – Present (Chair)
Andrew McDaniel (AM) – Present (Vice Chair)
Shanana Beattie (SB) – Present
Tom Dougan (TD) - Present
Laura Miller (LM) - Present
Tam Allan (TA) – Present

	ITEM	ACTION
1.	**Welcome and Apologies** **Apologies were received from Bill Banks (BB), CR did not attend**	
2.	**Declaration of Interest in any agenda items** **None**	
3.	**Approval of the minutes of the Previous Meeting – 18.11.2025** **The minutes of the previous meeting were approved by SB and AM**	
4.	**Matters Arising** **There were no matters arising**	
5.	**Health & Safety** CM updated the Board on: Health and Safety Committee Meeting to be arranged and report provided to Board at next Board meeting Damp and Mould questionnaire was issued to all tenants by Research Resource. Report to come back to the Board at next meeting. ME - Training – H&S mandatory training is being organised for all staff **The Board noted the above.**	

FOR APPROVAL Items 6 to 13		
6.	**HR Update – Confidential** AM chaired the meeting for this Agenda item. A confidential HR update was provided separately.	
7.	**Board Appraisals** TD asked why we do these annually. It is best practice and good governance BB – (by email) are all appraisal reports kept confidential and who has access to them? ME confirmed that appraisal reports are held confidentially with restricted access. ME to organise dates/times for Board appraisals **The Board approved the content of the paper**	
8.	**Budget for Year End 31/03/2027** DR discussed the paper. Financial and property acquisition details were discussed in the private Board papers. **The Board approved the draft budget.**	
9.	**Rent Review 2026-2027** CM discussed the paper. The Board discussed the rent review and tenant consultation feedback. Focus group – Discussion held on a variety of rising costs resulting in pressures for both our tenants and the association. Benchmarking information was considered as part of the discussion. **The Board approved the rent review recommendation.**	
10.	**Management Accounts – period ending 31/12/25** DR discussed the paper Financial market conditions were discussed. The Board discussed how financial information should be explained clearly to tenants. The Board noted the position presented. **The Board approved the management accounts**	
11.	**Nomination for GDPR responsibility** NC discussed the paper. Compliance with GDPR will support the Association's information governance and cyber resilience arrangements. It is recommended that the Board appoint Nick Clark as the person responsible for GDPR in his role as Company Secretary. **The Board approved the papers recommendation.**	

12.	**Wind Turbine Fund Management** NC discussed the paper It is proposed that future applications for the funding be heard and decided upon by the Senior Management Team BB - can the submission of regular formal reports to the board be incorporated into approval process. This will be presented at future meetings **The Board approved this proposal and the content of the paper**	
13.	**Staff Training Plan – 2026-27** Core training for all staff is being looked at. Ask and Act – is a new obligation being introduced, the duties being proposed in the Housing (Scotland) Bill No Wrong Door will see providers amend their approach to service delivery. Board training will be looked at once appraisals are complete Training will be a standing item on the Agenda LM – We need to look at training around the culture of the association. LM will provide contact details of a recommended trainer. **The Board approved to the content of the paper**	
	MANAGER'S REPORTS	
14.	**CEO Report** NC discussed his paper. A meeting was held with Kingdom HA about the project. The Board discussed the project position and next steps. Scot Gov – More Homes Scotland, is a new entity tasked with accelerating housing. Not enough details have been provided on this to date Our Insurance renewal has been submitted New Board members will join the next board meeting to be held in March LM asked if induction would be provided to new board members. NC – yes and the most recently joined member will be invited should they wish to take part **The Board noted the content of this paper**	
15.	**Finance Director Report** DR discussed his paper **The Board noted the content of this paper**	
16.	**Housing Manager Report** CM discussed his paper Homelessness performance was discussed against the Association's target. The Tenant Satisfaction Survey was completed in January, with a full report to be presented at the March Board meeting. Community events continue to be held and are well attended. Stained Glass Window project – rescheduled to 25th March	

	The Board noted the content of this paper	
17.	**Corporate Support Manager Report** ME discussed the paper Audits - BB (by email) - is there a plan agreed to compete the recommended action from the Audits? ME – a report has been started on this with the report being presented to the Board at the next Board meeting. BB – there are only 2 members of the Policy Sub-Committee, 3 are required? Any nominations? **SB** agreed to become part of the Policy Subcommittee Sickness absence monitoring arrangements were discussed. **Board approved the Subcommittee remit and approved the content of the paper**	
18.	**Tenant & Property Services Manager Report** TB discussed the paper A property acquisition opportunity was discussed, including related grant funding. **The Board agreed to proceed with the property acquisition and noted the content of this paper.**	
	FOR NOTING	
19.	**SHN Dampness & Mould Performance Report (July-Sept 2025)** **The Board noted the content of the report**	
20.	**FARM Meeting Minutes – 3rd February 2026 (draft)** **The Board noted the content of the report**	
21.	**Any Other Competent Business** The Board discussed an item requiring separate approval. **The Board noted this**	
22.	**Date of Next Meetings:** • Board – 17th March 2026 – NC to send out a poll as this date does not suit 3 board members. An item requiring separate approval will be circulated to the Board.	

John Flynn
Chair