



**WHEATLEY HOMES SOUTH LIMITED
MINUTE OF BOARD MEETING
held on Wednesday 20 August 2025
Brasswell Dumfries**

Members Present: Jo Boaden (Chair), John Henderson, Garry Legg, Martin Dorby, Michael Greaves-Mackintosh, Joan Pollard and Donald Carruthers

In Attendance: Pauline Turnock (Group Director of Finance), Alex Lamb (Wheatley Homes South Managing Director), Louise Morrison (Finance Manager), Cristine Kirkpatrick (Housing Officer – graduate programme observer) and Eilidh Mowat (Governance Business Partner).

In Part: Lorna McCubbin (Director of Asset Strategy) and Helen Berry (Head of Assurance)

1. Apologies for Absence

Karen Hunter gave her apologies.

The Chair confirmed the meeting was quorate.

2. Declarations of Interest

The Board noted the standing declaration of interest. No new declarations were made.

3. a) Minute of 21 May 2025 and matters arising

Decided: The Board approved the minutes of the meeting of 21 May 2025.

b) Action list

The Board was provided with updates on the outstanding actions. The Board requested that an update be provided on the plans for the Maxwelltown site as part of the development update and agreed that this be added to the actions list.

Decided: The Board noted the action list.

4. Chair and Managing Director updates

The Chair gave an update on the matters arising from the Group Board meeting and the updates from the Group Board residential.

The Chair also provided an update on the resignation of Martin Dorby due to personal circumstances.

The Managing Director gave an update on the approval of the Lochside masterplan by Dumfries and Galloway Council and the nomination for the CIH Housing Team of the Year.

Decided: The Board noted the updates.

5. 2026 -2031 strategy update

The Board was provided an update on the progress and next steps for developing our 2026-2031 strategy.

The Board discussed the importance of our values in setting the tone and culture of the organisation and agreed that the proposed values captured the essence of the tone it would wish to set.

The Board was pleased to note that our strategy reflected the challenges and priorities of our region; however requested that we capture the role that we will play regionally, alongside our strategic partners.

The Board welcomed the planned additional engagement with tenants and that our initial priorities reflected the key issues tenants told us were priorities.

The Board requested that we further emphasise our priorities on environmental sustainability.

The Board agreed that the vision and purpose reflected our priorities, recognising that we may still further refine the wording as we develop the draft strategy.

Decided: The Board provided feedback on the proposed purpose, vision and values for our 5-year strategy.

6. Performance report Q1 2025/26

The Board was provided an update on performance against targets and strategic projects for 2025/26 to the end of quarter one.

The Board discussed the targets around abandoned calls and non – emergency repairs. The Board noted the target for non-emergency repairs is a stretched target which we have achieved in the past.

The Board discussed the presentation of the performance measures as averages. The Board discussed the potential for outliers to mask performance issues and how we consider this in performance reporting, noting that the measures are binary.

The Board considered the number of jobs and training opportunities provided and noted that the availability of apprenticeships is an issue in our region. The Board asked that further information be provided on the plans to improve the number of places and how we will work with external partners.

Decided: The Board noted the contents of this report.

7. Radio Teleswitch switch off update

The Board was provided an update on the planned switch-off of the Radio Teleswitch (“**RTS**”) system. The Board were updated on the recent changes in the UK Government's approach.

The Board was updated on business continuity testing we have undertaken in relation to RTS and how this had worked, in a small sample, as expected.

Decided: The Board noted this update.

8. a) 2024/25 Financial Statements

The Board was provided an update on the financial position for the year-end statutory accounts and asked to approve the 2024/25 financial statements.

The Board noted that there were no material variances relative to what was reported throughout the year and the underlying position was robust.

Decided: The Board:

- 1) approved the 2024/25 financial statements;**
- 2) confirmed the preparation of the financial statements using the going concern basis;**
- 3) delegated authority to the Chair and Group Director of Finance to approve any non-material changes to the accounts; and**
- 4) approved the letter of representation from the auditors and note the related letter of comfort from the Chief Executive.**

b) Finance report

The Board was provided with an overview of the Finance Report for the period to 30 June 2025 and the Q1 forecast.

The Board noted that the focus on clearing the increase in live repairs following the storms was being reflected in our expenditure.

Decided: The Board noted the Finance Report for the period to 30 June 2025 and Q1 forecast.

9. Assurance update/Annual Internal Audit Report and opinion

The Board was provided an update on the Internal Audit Annual Report and Opinion 2024/25, which was approved by the Group Audit Committee on 14 May 2025 and the internal audit work reported to the February and May Group Audit Committee meetings.

The Board discussed how the development of AI may impact the work of Internal Audit, noting that the team are using AI to plan and prep audits but expect this to develop further.

Decided: The Board noted the contents of this report.

10. Stock condition assurance

The Board was provided with an update on the range of activities we undertake to have a clear understanding of the condition of our stock and tailor our approach to reflect different stock types.

The Board discussed the approach to establishing demand and ensuring that we take account of Aids and Adaptions demand. The Board noted that Housing colleagues are involved to establish demand and there is an Inventory.

The Board requested that pictures be provided of different stock types within the next asset update.

Decided: The Board noted the contents of the report.

11. Social Housing Net Zero update

The Board was provided an update on the whole house retrofit works that have been undertaken with support from the Scottish Government through its Social Housing Net Zero (“**SHNZ**”) fund.

The Board noted the SHNZ works which had taken place in our properties and the benefits which had arisen for tenants as a result of the improvements. The Board noted and discussed the approach to funding future works, through the ECO broker.

Decided: The Board noted the paper.

12. Governance update

The Board was provided with an update on governance matters.

The Board noted that the AGM is due to be held on 12 September at 10am.

The Board noted that the Annual Assurance Statement was prepared and a self-assessment was conducted to provide evidence for the Assurance Statement. This statement applies to the Group and will be reviewed at its next board meeting. The self-assessment for this year was reviewed by Campbell Tickell. Campbell Tickell confirmed a thorough self-assessment was carried out and that the Group is materially compliant with regulatory standards.

Decided: The Board:

- 1) instructed the Secretary to call the Annual General Meeting for Wednesday 17 September 2025 at 10 am to be held online; and**
- 2) noted the outcome of our annual self-assessment against the SHRs Regulatory Framework and proposed Annual Assurance Statement for agreement by the Group Board.**

13. AOCB

The Board thanked Martin Dorby for his service on the Board and wished him well for the future.

Signed: (Chair)

Date: