



Meeting: BOARD MEETING

Date & Time: Tuesday 30th September 2025 at 6:15pm

Venue: 51 North Bridge Street, Hawick/via Microsoft Teams

Present: Ronnie Dumma (Chair)
Ian Davidson (V Chair) (ID)
Wendy Davidson (WD)
Alan Brown (Board Member) (AB)
Simon Lynch (Board Member) (SL)
John Pietranek (Board Member) (JP)
Laura Ryan (Dr) (Board Member) (LR)
Christine Stewart (Board Member) (CS)

In Attendance: Paul Scott (Chief Executive) (CEO)
David Leishman (Head of Finances) (HoF)
Brian Pearson (Head of Housing) (HoH)
June Wilson (Executive Support Officer) (ESO)
Julie Scott, Transforming HR – attended by Microsoft Teams (**Item 2.2**)

The CEO welcomed everyone to the meeting.

Part 1 Standing Items

1.1 Apologies for Absence

Apologies were received from Kate Christie (Board Member), Carole Yallop (Operations Director) and Sarah Lynn (Head of Property & Assets).

1.2 Election of Chair, Vice Chair & Company Secretary

Following the AGM, and the adoption of the new Articles of Association, Article 25.4, at its first meeting after incorporation the Board are required to appoint the Chair and any other Office Bearers the Board considers necessary. Following nominations and approvals of nominations the following Board Members will take up Office Bearer positions:

Ronnie Dumma – Chair
Ian Davidson – Vice Chair
Paul Scott – Company Secretary

1.3 AICC Membership

The CEO referred to the paper and in line with Article 46.1 of the Articles of Association the members of the Audit and Internal Control Committee required an additional member due to the resignation of a Board Member at the AGM.

Following discussion Kate Christie was nominated and accepted, in absentia, as an AICC Member to bring the overall number of members back up to 5.

The AICC Members, going forward, will be

Alan Brown - Chair
Ronnie Dumma
Ian Davidson
Wendy Davidson
Kate Chrsitie

1.4 Declarations of Interest

In terms of Items 2.2 – Organisational Review Paper & 5.3 – Confidential Paper, declarations of Interest were given from David Leishman, Brian Pearson & June Wilson.

1.5 Minutes of Previous Board Meetings (24.06.25 & 19.08.25)

The Minutes of the meetings held on Tuesday 24th June and 19th August 2025 were approved and will be signed by the Chair and the Company Secretary as being an accurate record of each of the meetings.

1.6 Matters Arising from previous Board Meeting Minutes (24.06.25 & 19.08.25)

There were no matters arising from both Minutes.

1.7 Future Meeting Dates

Tuesday 28th October 2025:

- **Long Term Financial Planning and Covenants for Board Training** at 3-5pm
- **Board Meeting** at 5.30pm

Part 2 Strategy

2.1 Health & Safety Gap Analysis

Following a recent Gap Analysis carried out on Health & Safety by Hjalmland's Health & Safety Manager the outcome was an action plan with 29 actions to be completed.

The outcome does not show the Company to be non-compliant with the Scottish Housing Regulators Regulatory Framework.

Waverley will utilise the services of Hjalmland HA's Health & Safety Manager to assist us with implementing the action plan across the next 12 months. This will provide us with expert advice from within the sector as we implement this action plan and embed a cultural change within the Company.

2.2 Organisational Review

Redacted due to confidential nature of the paper.

2.3 Business Plan Process (2026/27)

The Board Members approved the proposed process for the compilation of the **2026-2029 Business Plan**. Further discussions will take place at the Strategy Day on 9th December 2025.

Part 3 Governance & Assurance

3.1 SHR Audited Financial Statements Return

The Board Members approved the submission of the annual **Audited Financial Statements Return to the SHR**.

3.2 Board Meeting Schedule & Calendar of Events

The Board Members approved the **Board Meeting Schedule and Calendar of Events** from October 2025 – December 2026. The schedule informs the Board Members of the documents that need to be submitted to the SHR for the Company to meet all Regulatory deadlines.

3.3 Continuous Self Assurance – Governance Report

The Board noted the **Continuous Self Assurance Governance Report** confirming there were no new notifiable events and that there is ongoing compliance with regulatory requirements.

It was noted that following discussions with the Scottish Housing Regulator the notifiable event that was sitting open has now concluded and therefore closed.

Part 4 Performance

4.1 Business Plan & Risk Management Report – Q1

The Board Members noted the position of the operational plan and risk management report for Q1 report whereby there were no substantial changes to report.

There are 14/17 **KPI's** on target with the remaining 3 envisaged as being on target by March 2026.

Following robust monthly reviews by the Leadership Team the **Risk Register** scorings remain the same with no concerns raised.

4.2 Financial Management Accounts – Q1

The Board Members noted the **Financial Management Accounts for Q1** and that Waverley Housing remain in a positive financial position.

4.3 Development Report

Following discussion on the **Upper Langlee Development Project**, the delays with phase 1 at Upper Langlee remain, discussions to resolve the issues are ongoing. Further discussions for phase 2 will take place at the next Board & Strategy Day meetings.

Part 5 Items for Discussion

5.1 Chair's Items

Attendance at BHN Chair meeting & Eildon's opening of the Development at Westruther.

The Chair thanked the Board Members for their participation in the Annual Reviews.

5.2 Chief Executive's Items

Conferences – SFHA Governance was attended by a Board Member and member of Staff.

Engagement – The Deputy First Minister visited Galashiels in August in relation to a property recently fitted with a prototype battery storage unit installed under the Kight PowerHub Project.

5.3 Confidential Paper

Redacted due to confidential nature of the paper

Part 6 Items for Information

August

Share Events – training, webinars

SFHA Events – conferences, training

September

Share Events – webinars, training

Any Other Competent Business

None.

The Chair thanked everyone for attending and for their input into the meeting.

The meeting closed at 8.15pm