

**MINUTE OF MEETING  
PARTICK HOUSING ASSOCIATION BOARD  
HELD ONLINE BY MICROSOFT TEAMS  
6.15pm Tuesday 27 January 2026  
(re-scheduled from 21 January 2026)**

- Present:** Helen Turner (Chair)  
Alan Howie (Vice Chair)  
Jake Beaton  
Annette Bonar  
Rosemary Cairns  
Alastair Firth  
Donald Martin  
Les Milne  
Janet Stitt  
Jeremy Kemp (joined from Item 5)  
David Downie (joined from Item 6)
- Apologies:** Jonathan Fairgrieve  
Lauchlan Mitchell  
Janet Naphine  
Arlene Robertson
- Attending:** Stewart MacKenzie, Chief Executive (CEO)  
Lindsay Forrest, Investment Director (ID)  
Julie Thomson, Finance Director (FD)  
Jacqueline McCutcheon, Corporate Services Director (CSD) (Minutes)

<b>Item 1</b>	<p><b>Chair's Welcome</b> Chair welcomed everyone to the meeting and thanked them for their attendance.</p> <p><b>Apologies</b> Apologies were noted as detailed above.</p> <p><b>Declaration of Interest</b> No interests were declared.</p> <p><b>PHA Board meeting, 21 January 2026</b> The Board meeting scheduled for 21 January 2026 was postponed at short notice due to a Scottish Power outage that affected the office and nearby areas of the West End.</p> <p>However there was one report on that on the agenda, 'Rent Setting &amp; Final Budget 2026/27', which needed urgent consideration so that PHA's updated rent figures for 2026/27 could be confirmed to the Council's Housing Benefit Team.</p> <p>On 22 January 2026, using electronic resolution Board members:</p>
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	<ol style="list-style-type: none"> <li>1. Noted feedback from PHA’s recent tenant consultation and approved the proposed 2026/27 rent setting strategy, which includes increasing typical rents by <u>5.3%</u> effective from 1 April 2026.</li> <li>2. Approved the final 2026/27 Budget and updated 30-Year Financial Business Plan set out in the appendices.</li> <li>3. Noted the content of this report.</li> </ol> <p>In agreement with PHA’s Chair and Vice Chair, the Board meeting was rescheduled from 21 January 2026 to 27 January 2026 via Microsoft Teams.</p>	
<b>Item 2 Doc 1</b>	<p><b>Approval of Previous Minutes PHA Board – 12 November 2025</b></p> <p>The minute of 12 November 2025 was reviewed and <b>approved</b> on a proposal by Alan Howie and seconded by Les Milne.</p>	
<b>Item 3 Doc 2</b>	<p><b>Review of Action Tracker</b></p> <p>Items on the action tracker had been completed.</p> <p>The Board <b>noted</b> the action tracker.</p>	
<b>Item 4 Dec 2</b>	<p><b>Rent Setting &amp; Final Budget 2026/27</b></p> <p>CEO and FD introduced this report, which had already been agreed in principle by the Board using electronic resolution after the scheduled Board meeting of 21 January 2026 had been postponed.</p> <p>Following detailed consideration of the budget planning assumptions at the Board meeting on 12 November 2025, this report included details of tenant feedback and sought ratification of PHA’s finalised 2026/27 rent setting strategy, budget and updated 30-Year Financial Business Plan.</p> <p>It was acknowledged that this was a comprehensive and well-structured report which clearly justified the rent setting and budget proposals set out. There were no queries or points of clarification.</p> <p>The Board:</p> <ol style="list-style-type: none"> <li>1. <b>Noted</b> feedback from our recent tenant consultation and <b>ratified approval</b> of the proposed 2026/27 rent setting strategy, which included increasing typical rents by 5.3% effective from 1 April 2026.</li> <li>2. <b>Ratified</b> the final 2026/27 Budget and updated 30-Year Financial Business Plan set out in the appendices.</li> <li>3. <b>Noted</b> the contents of the report.</li> </ol>	
<b>Item 5 Dec 2</b>	<p><b>Policy Reviews</b></p> <p>CEO introduced this report with details of policies scheduled for routine review. Full documents and explanations were included within the Board pack. Only minor revisions were proposed, which were shown as tracked changes for ease of reference.</p> <p>The Board:</p> <ol style="list-style-type: none"> <li>1. <b>Approved</b> the updated Arrears Management Policy set out in Appendix 1.</li> </ol>	

	<ol style="list-style-type: none"> <li>2. <b>Approved</b> the updated Tenancy Sustainment Policy set out in Appendix 2.</li> <li>3. <b>Approved</b> the updated Decant Policy set out in Appendix 3.</li> <li>4. <b>Approved</b> the updated Customer Allowances Policy set out in Appendix 4.</li> <li>5. <b>Approved</b> the updated Mortgage to Rent Policy set out in Appendix 5.</li> </ol>	
<p><b>Item 6 Dec 3</b></p>	<p><b>CEO Report</b> CEO summarised this report, which covered updates on Governance; Legislation Update; Strategy; Procurement; HR Update; Asset Management Update; New Housing Supply and Health &amp; Safety.</p> <p>There was discussion about the impact of forthcoming changes to legislation, including provisions relating to tenement law and prospects of effectively establishing owners' associations.</p> <p>Clarification was provided on the timescales for finalising the updated Group Corporate Plan 2026-2030.</p> <p>There was also discussion about the completion of works at Fortrose House, the proposed independent project close out review and the opportunity to seek feedback from residents to learn lessons.</p> <p>The Board:</p> <ol style="list-style-type: none"> <li>1. <b>Noted and ratified</b> the appointment of Scott Dickie to the PWL Board.</li> <li>2. <b>Noted and ratified</b> the award of PHA's new Reactive Roof Repairs Contract to [REDACTED]</li> <li>3. <b>Noted and ratified</b> the award of PHA's new Reactive Electrical Repairs Contract to [REDACTED]</li> <li>4. <b>Noted</b> the contents of the report.</li> </ol>	<p><b>CEO</b></p> <p><b>ID</b></p>
<p><b>Item 7 Dec 4</b></p>	<p><b>PHA Write Offs 2025/26 Quarter 3</b> CEO introduced this report.</p> <p>The Board:</p> <ol style="list-style-type: none"> <li>1. <b>Approved</b> the proposed PHA Write-offs 2025/26 Quarter 3 totalling £1,803.09 relating to former tenancy arrears, as set out in Appendix 1A.</li> <li>2. <b>Approved</b> the proposed PHA Write-offs 2025/26 Quarter 3 totalling -£720.89 relating to former tenancy credit balances, as set out in Appendix 1B.</li> </ol>	

	<p>3. <b>Approved</b> the proposed PHA Write-offs 2025/26 Quarter 3 totalling £3,040.07 relating to former tenancy rechargeable repairs, as set out in Appendix 1C.</p>	
<p><b>Item 8 Info 1</b></p>	<p><b>PHA Performance Review 2025/26 Quarter 3</b> CEO &amp; CSD presented this report, reviewing performance against a series of indicators for 2025/26 Quarter 3, where PHA generally continued to perform well.</p> <p>It was noted that while void relet performance was good, there had been two void properties where significant works had been required that resulted in prolonged void relet periods.</p> <p>Clarification was sought about the timescales and amount of work required in responding to Freedom Of Information and Subject Access Requests. Although limited numbers were received, similar to other public bodies, these requests could be time consuming and onerous depending upon the nature of the enquiry.</p> <p>The Board: 1. <b>Noted</b> the contents of the report.</p>	
<p><b>Item 9 Info 2</b></p>	<p><b>PHA Management Accounts 2025/26 Quarter 3</b> FD presented this report to consider PHA's Management Accounts for 2025/26 Quarter 3 and financial performance against budget.</p> <p>Management Accounts for the quarter to 31 December 2025 showed an overall deficit of £377k, which was a variance of £943k compared to the budgeted surplus of £566k for the quarter.</p> <p>FD reminded Board members that the main reason for this variance was the costs of £1.5m for the major works at Fortrose House. As previously discussed, these are being treated as revenue costs and not capital as provided for in the original budget.</p> <p>The accounts also reported net current liabilities of £427k and net assets at £45.7m. PHA continues to comply fully with loan covenants.</p> <p>The Board: 1. <b>Considered and noted</b> PHA's Management Accounts for 2025/26 Quarter 3, as set out in Appendix 1. 2. <b>Noted</b> the financial position of PWL at 31 December 2025, as set out in Appendix 2.</p>	

<b>Item 10 Info 3</b>	<b>Partick Works Limited Annual Report 2025</b> CEO gave an overview of PWL’s activities and continued positive financial results. There had been a continuing focus on property factoring; residential letting (i.e. mid market rent); and letting of commercial properties.  The Board: 1. <b>Noted</b> the contents of the report.	
<b>Item 11 Info 4</b>	<b>Committee Minutes</b> The Board: 1. <b>Noted</b> the content of the PWL Board minute of 6 August 2025, as set out in Appendix 1. 2. <b>Noted</b> the content of Health & Safety Panel minute of 18 September 2025, as set out in Appendix 2. 3. <b>Noted</b> the content of the Investment Committee minute of 21 October 2025, as set out in Appendix 3.	
	Chair thanked everyone for their attendance and contributions. The meeting ended at 7.20pm.	
	<b>Next Meeting/s</b> <ul style="list-style-type: none"> <li>• PHA Board – Wednesday 25 March 2026 at 6.15pm (PHA Board Room, 18 Mansfield Street).</li> </ul>	