AGENDA

LSHA BOARD 18.08.2025

Name:	Lochalsh and Skye Housing Association
Date:	Monday, 18 August 2025
Time:	2:00 pm to 4:00 pm (BST)
Location:	Default Location, Morrison House, Bayfield, Portree https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTUzNzJkNzUtYzkxMy00ODc4LWI4NTMtZjZmZmFhYzE3MGQ5%40thread.v2/0?context=%7b%22Tid%22%3a%22c1dfd4a6-05a1-4c58-9b0a-bfad471351b3%22%2c%22Oid%22%3a%229f0d19d4-ac4e-447a-95de-caa728e8cb4b%22%7d
Board Members:	Mr Ian Young (Chair), Mrs Audrey Sinclair, Mr David Clapham, Mrs Joanne Boulton, Mr Robert Muir, Mr Robin Nairn
Attendees:	Ben Thomas, Fanchea Kelly, George Mackie, James Swinnerton, Jennifer MacInnes, Trudi Tokarczyk
Apologies:	Mr Gareth Morgan, Ms Liz Williams
Guests/Notes:	Collette Millar & Charley Wilson, Harper MacLeod LLP

1. OPENING MEETING

1.1 Welcome and Apologies

For information

2. BOARD BRIEFING

2.1 Factoring briefing from Harper Macleod LLP

For Information

3. DECLARATIONS OF INTEREST

3.1 Declarations of Interest

Board and Staff members are asked to consider whether they have an interest to declare in relation to any item on the agenda for this meeting. Anyone declaring an interest should indicate the nature of the interest at the meeting. Advice on this matter may be sought from the Chief Executive prior to the meeting taking place.

Supporting Documents:

3.1.a	Interests Register

4. MINUTES OF PREVIOUS MEETING

4.1 Minutes of LSHA Board Meeting 26.05.2025

Supporting Documents:

4.1.a	Minutes : LSHA Board 26.05.2025 - 26 May 2025
4.1.b	Minutes : Board Meeting - 12 Aug 2025

4.2 Minutes of PS LSHA Board Meeting 26.05.25

Supporting Documents:

4.2.a	4.2 Draft Private Section MINUTES of Board Meeting 26.05.25.docx

4.3 AFR Sub-Committee Minutes 04.08.2025

Supporting Documents:

4.3.a	4 Aug 2025 Minutes in Review Audit, Finance and Risk Sub-committee 04.08.25.pdf

5. DECISION TRACKER

5.1 Decision Tracker

For Noting

Supporting Documents:

5.1.a	Action List

5.2 PS Decision Tracker 26.05.2025

Supporting Documents:

5.2.a	5.2 PS Decision Tracker from 26.05.25.doc

6. OTHER MATTERS ARISING

6.1 Matters Arising

7. STRATEGIC DISCUSSION & DECISIONS

7.1 Asset Management Programme Plan

George Mackie

For Discussion

Supporting Documents:

7.1.a	7.1 Asset Management Programme Plan.docx

7.2 Development Services Report to 30 June 2025

James Swinnerton

For Discussion

Supporting Documents:

7.2.a	7.2 Development Services Update.docx
7.2.b	7.2 b) Appendix 1 Development Report 30.06.25.docx
7.2.c	7.2 C) Appendix 2 Glenelg Site Opportunity and Acquistion.docx
7.2.d	7.2 d) Appendix 3 Miaread Macpherson Site Portree.docx
7.2.e	7.2 e) Appendix 4 JMB Uplift Claim Kyleakin1.docx

8. FOR APPROVAL

8.1 External Audit and Statutory Accounts 2024-25

Ben Thomas

For Decision

Supporting Documents:

8.1.a	8.1 EXTERNAL AUDIT AND STATUTORY ACCOUNTS 2024-25 (1).docx
8.1.b	8.1 b) Appendix 1 Draft Audit Findings Report (1).pdf
8.1.c	8.1 c) Appendix 2 LSHA Accounts to 31 March 2025 27.7.25.pdf

8.2 Governance and Board Appraisals Report

Trudi Tokarczyk

For Decision

Supporting Documents:

8.2.a	8.2 GOVERNANCE AND BOARD APPRAISALS REPORT.docx
8.2.b	8.2 b) Appendix 1 Nine Year Rule Ian Young.docx
8.2.c	8.2 c) Appendix 1 Nine Year Rule Audrey Sinclair.docx

8.3 PRIVATE - AGM Preparations and Board Nominations

Fanchea Kelly

For Decision

Supporting Documents:

8.3.a	8.3 PRIVATE - AGM Preparations and Board Nominations (1).docx
8.3.b	8.3 b) Appendix 1 Nomination Forms.pdf
8.3.c	8.3 c) Appendix 2 Rule 68 Report from Secretary.docx
8.3.d	8.3 d) Appendix 3 CV Tim Wallis.docx

8.4 Annual Procurement Return Report

James Swinnerton

For Decision

Supporting Documents:

8.4.a	8.4 Annual Procurement Report 2024-25.docx

8.5 Policy Review

Trudi Tokarczyk

For Decision

Supporting Documents:

8.5.a	8.5 Policy Review Cover Report.docx

8.6 Annual Assurance Statement Report

Trudi Tokarczyk

Supporting Documents:

8.6.a	8.7 Annual Assurance Statement Report.docx
8.6.b	8.7 b) Appendix 1 Evidence Bank.docx
8.6.c	8.7 c) Appendix 2 Draft Annual Assurance Statement.docx

8.7 PRIVATE - Bad Debts Write Off

Ben Thomas

Supporting Documents:

8.7.a	8.7 (Private Session) Bad Debts (Rent) Write Off 18 Aug 25 (1).docx
8.7.b	8.7 b) Appendix 1 Bad Debts Schedule 18 Aug 25 (1).docx

9. FOR NOTING

9.1 Quarterly Performance Reporting

Trudi Tokarczyk

For Noting

Verbal

Supporting Documents:

9.1.a	9.1 Q1 Performance Report 2025-26 (1).docx
9.1.b	9.1 b) Appendix 1 Q1 Performance 2025-26 (2).pdf
9.1.c	9.1 c) Appendix 2 Complaints Reporting (1).docx

9.2 Data Protection Quarterly Report

Trudi Tokarczyk

For Noting

Supporting Documents:

9.2.a	9.2 Data Protection - Management Quarterly Report.docx

9.3 PRIVATE - CE Report

Fanchea Kelly

Supporting Documents:

9.3.a	9.3 CE Report Aug 25.docx

10. MISCELLANEOUS CORRESPONDENCE

10.1 Miscellaneous Correspondence

For information.

11. A.O.C.B.

11.1 A.O.C.B.

12. MEETING CLOSE

12.1 Close the meeting

Next meeting: LSHA Board 08.09.2025 - 8 Sept 2025, 2:00 pm