

**FYNE HOMES LTD**

**Minute of Management Committee Meeting  
Held at 11 Victoria Street, Rothesay and by Teams VC on  
Wednesday 16<sup>th</sup> April 2025 at 4pm**

**Present:**                      J McMillan                      S MacLeod  
   A Jones                              T Harrison  
   D Herriot

**In Attendance:**        I MacPhail, Chief Executive  
   S Cole, Business Services Director  
   J McAlister, Technical Services Director  
   L Haemmerle, HR Director  
   S Jamieson, Housing Team Leader  
   E MacCallum, Corporate Manager, Minute Taker

**Apologies:**                      D Philand, B Henshelwood, J Thomson and S Gillies

**Absent:**                              P Wallace

The Chair acknowledged the sad passing of Peter Cartwright who was a member of the Management Committee, the funeral details were noted, and flowers have been sent to the family.

**1.        Apologies for Absence**

Apologies were intimated as above.

**2.        Declaration of Interest**

S Cole and I MacPhail declared an interest in item 11(i)

I MacPhail declared an interest in item 18

**3.        AOCB Pre Notifications**

There were one pre notification.

**4.        Minutes of Management Committee Meeting held on 5<sup>th</sup> March 2025 and  
Confidential Minute held on 5<sup>th</sup> March 2025**

On a proposal from J McMillan, seconded by D Herriot the Management Committee minutes were accepted as a true and accurate record of proceedings. On a proposal from D Herriot, seconded by T Harrison the confidential minute was accepted as a true and accurate record of proceedings.

*i) Matters arising not covered in the agenda.*

There were no matters arising.

*ii) Rollings Actions Points*

*Action 24/25-22 – will be covered under agenda item 05(iv) and can now be closed*

**6. Technical Services Update**

*i) Development Report*

A detailed report by the Technical Services Director was previously circulated to bring Committee up to date with progress in various areas. Some points were highlighted as follows and the remainder of the report was noted.

- *Inveraray (16 units)*

Fyne Homes held a meeting with the Head of Planning, the Regulatory Services and Business Standards Manager, along with Fyne Homes agents and design team, to discuss the environmental health concerns. Following discussions the mitigation measures were accepted with a few minor amendments, however following the meeting Fyne Homes were contacted to be advised that some of the measure would not be suitable and further mitigation measures should be considered. Discussions are ongoing and an outcome is still to be determined. Committee will be kept updated with the progress.

- *Rothesay Academy Upper Site*

Discussions are continuing regarding funding options for the demolition of the lower site building. It was noted that Fyne Homes role is to assist in leveraging funding for the demolition.

- *Ballochgoy*

It was noted that an expected site start is anticipated for late May, with MacLeods construction taking the project forward.

- *Wilkie Houses*

The official opening will take place on 25<sup>th</sup> April, where Provost D Philand and Depute Lieutenant S Shaw will carry out the ceremony. It was noted that members of the Wilkie Trust had been invited.

**Resolution**

*The Committee noted the contents of the development report.*

*ii) Capital Investment Report*

From a previously circulated report the Committee noted the contents of the capital investment contracts. It was highlighted that some costs are awaited, these will be presented to Committee at the next meeting.

*iii) Asset Management Update*

As previously reported as part of the Asset Management Strategy two properties were discussed at the last meeting, 34 Auchamore Road and Wellington Buildings. Home reports have been received for both these properties, however there is a significant difference in the value. Discussions are taking place on the best way to proceed, and Committee will be kept updated on the progress.

**Resolution**

*The Committee noted the asset management update.*

*iv) Radio Teleswitch Service (RTS)*

The Technical Services Director highlighted that 332 Fyne Homes properties are total heating total control which would be affected by the RTS shut down. It was noted that Fyne Homes have been communicating with tenants since 2023 over the shutdown, currently advice has been posted via our website, social media and newsletters. 3 members of staff have also attended a training session and there is a text message campaign being launched to directly notify tenants. The Technical Services Director noted that the Association had participated in the SFHA consultation to Ofgem.

**7. Housing Management Report**

A report was previously circulated to update Committee on the progress of various issues or activities within the Housing Services Team, some points were highlighted as follows and the remainder of the report was noted.

*Home Argyll*

*The final version of the Home Argyll Allocations Policy was previously circulated to Committee for approval. It was noted that ACHA, West Highland and Dunbritton respective Committees have approved the policy.*

**Resolution**

*After further discussion the Committee approved the final version of the Home Argyll Allocations Policy and noted their thanks to all involved in the development of the policy.*

**8. Business Services Reports**

- a) General*
- i) Department Update*

A detailed report by the Business Services Director was previously circulated to bring Committee up to date with progress in various areas.

**Resolution**

*The Committee noted the contents of the Business Services Department update.*

*b) Finance**i) 30 Year Projections*

The 30-year projections are updated by FMD Financial Services Ltd annually and have also been discussed with the Senior Management Team.

The report provided detail on the various assumptions considered in the preparation of the projections incorporating year end accounts, 24/25 forecasts, budgets, development programme, life cycle costings, salary information, loan repayment schedules and bank financial covenants. A positive cashflow is shown for the 30-year period and all covenants have been met and there are no material concerns about liquidity.

**Resolution**

*Committee approved the 30year projections as presented.*

*ii) Private Finance*

The Committee previously agreed for private finance to be explored for the EWI (External Wall Insulation) works in Campbeltown and for the upcoming developments.

The Business Services Director has received quotes for private finance based on indicative terms, however it was recommended that accepting private finance is stalled due to possible funding available for the EWI works and the uncertainty around development site starts.

**Resolution**

*After further discussion the Committee agreed that the timing wasn't right for accepting Private Finance and approved waiting until there is more definite timescales and costs. The Committee approved for a contingency plan to be drawn up in the event of not securing funding for the EWI works.*

**9. Human Resources Report**

A report prepared by the HR Director was previously circulated for Committee's information. Some of the key points were highlighted below and the remainder of the report was noted.

Following the advertisement for a Housing Director, 1<sup>st</sup> stage interviews took place last week and the 2<sup>nd</sup> stage taking place today. It was noted that the recruitment panel would be in a position to make an announcement after the Easter break.

**Resolution**

*The Committee noted the contents of the HR report*

**10. Subsidiary Update Report**

A report prepared by the CEO was previously circulated for Committee's information and noted.

**Resolution**

*The Committee noted the contents of the report.*

#### **11. Policy Review/Deferrals**

##### **Resolution**

(a) Committee approved the undernoted policies:

- (i) *HR.14 Recruitment of Ex Offenders*
- (ii) *C.44 Committee & Board Recruitment & Succession Planning*

#### **13. Committee Update**

- (i) *Collaborative Working Update*

A report was previously circulated to update Committee on the various Boards staff serve on as Fyne Homes employees. The Committee were asked to consider whether they still consider it appropriate collaborative working for the Fyne Group.

##### **Resolution**

*The Committee approved the continuation of the presented collaborative working.*

- (ii) *Annual Appraisals*

The Corporate Manager noted that discussions are ongoing with S Eglinton to develop the appraisal process to include the subsidiaries. Approval was sought for the appraisals to take place towards the end of the year to allow for the work to be carried out in developing the appraisals.

##### **Resolution**

*The Committee noted the verbal update and approved the appraisals taking place towards the end of the year.*

#### **14. Notifiable Events**

The Committee were given a verbal update on the status of notifiable events by the CEO.

- 15. Minute of Management Team 25<sup>th</sup> February 2025**
- 16. Minute of Fyne Energy Board Meeting 26<sup>th</sup> February 2025**
- 17. Minute of Fyne Initiatives Board Meeting 26<sup>th</sup> February 2025**
- 18. Minute of Fyne Futures Board Meeting 26<sup>th</sup> February 2025.**

The above minutes were circulated for information and noted.

#### **19. AOCB**

- i) *SFHA Conference*

The CEO updated Committee that Fyne Homes has been invited to speak at the upcoming SFHA annual conference, this event will also mark their 50<sup>th</sup> Anniversary and sought Committee's views on accepting the invitation.

##### **Resolution**

*The Committee unanimously agreed that this was a fantastic opportunity and a great honour and were happy for Fyne Homes to take part in the SFHA Annual Conference.*

**17.04pm** S Jamieson left the meeting at this point

**18. Action Plan – Confidential/**

This item is subject to a confidential minute.

**19. Strategy Day Discussions - Follow Up**

This item is subject to a confidential minute.

**20. Date of Next Meeting: Wednesday 28<sup>th</sup> May 2025**

With no further business the meeting closed at 18.25pm

Signed.....

Date.....