



FYNE HOMES LTD
Minute of Management Committee Meeting
Held at 11 Victoria Street, Rothesay and by Teams VC on
Wednesday 21st January 2026 at 4pm

Present: J McMillan D Herriot
T Harrison J Thomson
D Cowan P Wallace (Teams)

In Attendance: I MacPhail, CEO
S Cole, Business Services Director
J McAlister, Technical Services Director
Y Angus, Housing Services Director
L Haemmerle, HR Director (Teams)
E MacCallum, Corporate Manager, Minute Taker

Apologies: D Philand, S Gillies and S MacLeod

1. Apologies for Absence

Apologies were intimated as above.

2. Declaration of Interest

Standing Declarations of Interest:

J McMillan as a Fyne Futures & Fyne Initiatives Board Member
T Harrison as a Fyne Futures, Fyne Initiatives and Fyne Energy Board Member
D Herriot as a Fyne Futures and Fyne Initiatives Board Member
D Cowan as a Fyne Energy Board Member

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D Herriot as a member of Bute Shinty Club and S Cole as a Director of InspirAlba.

3. AOCB Pre Notifications

There was one pre notifications.

4. Minutes of Management Committee Meeting and Confidential Minute held on 19th November 2025.

With an amendment to be made to the attendees on page 3721 on a proposal from J McMillan, seconded by D Cowan the Management Committee minutes were accepted as a true and accurate record of proceedings. With an amendment to the wording on page 3730/3731 regarding Positive Pedals on a proposal from J McMillan, seconded by D Cowan 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 24/25-20 – a report will be presented under agenda item 07(ii), a report will be submitted every six months for committee information. This action is now closed.

5. Business Continuity Plan

From a previously circulated report it was noted that the Business Continuity Plan had undergone a 6 monthly review by the BCMT¹ and only minor amendments have been made to contact details. The plan had been previously circulated for Committees information. It was proposed that an amendment be made to section 5.2 of the plan to include an escalation list naming designated individuals to act in the absence of the Technical Services Director.

Resolution

The Committee noted the contents, the minor changes that had been made and the amendment to section 5.2 to be made.

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)*

It was noted that planning permission has been granted for the 16 units at Inveraray and the site is anticipated to be bought before the end of the financial year.

- *Rothesay Academy Upper & Lower Sites*

It was noted that a demolition warrant was granted on the 12th December 2025 for the lower site. Funding will be sought for the demolition, it was highlighted that Fyne Homes involvement is only to assist leveraging funding for the demolition, and any additional costs above tender return cost will have to be financed by Argyll and Bute Council.

- *Dunloskin Farm*

It was noted that direct contact has been made with the owner rather than going through a third party. The demand for housing will be reviewed and Fyne Homes will liaise with the Housing Occupational Therapist regarding accessible homes.

- *Baddens Phase 10*

¹ Business Continuity Management Team

It was noted that a formal complaint has been received from a tenant due to lack of privacy. The Technical Services Director will deal with the complaint in line with the complaints process.

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.

Resolution

The Committee noted the contents of the Capital Investment Report.

iii) Asset Management Update

Disposals - 34 Auchamore Road

As previously reported the property had been put on the market for £115k at the end of the summer and there currently has been no interest. It was noted that an offer has been received for £100k and that Estate Agent has recommended that Fyne Homes consider the offer due to the lack of interest and the current market.

Resolution

Following further discussions, the Committee agreed to accept the offer of £100k for 34 Auchamore Road.

iv) Fyne Heat Update

Resolution

The Committee noted the contents of the Fyne Heat Update.

7. Housing Management Report

i) Department Update

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.

Housing Bill

The Housing Director noted that at the end of September the Housing (Scotland) Bill was passed, and the Association will be working towards the changes. It was suggested that a future bitesize training session could be used to update the Committee on the changes and the key implications.

16.32pm – P Wallace joined the meeting via Teams at this point

Partnership Working

It was noted that Fyne Homes has been invited by Argyll & Bute Citizens Advice Bureau (CAB) to take part in an innovative homelessness prevention pilot. Details of

the pilot were included in the previously circulated report and is scheduled to take place mid-January 2026.

Resolution

The Committee noted the remainder of the Housing Management report.

ii) Management of Void Properties

From a previously circulated report prepared by the Housing Services Director and Technical Services Director, the Housing Director highlighted the objective outlined and the next steps detailed in relation to the management of void properties.

Resolution

The Committee noted the Management of Void Properties report.

9. 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. Some key points were highlighted below, and the remainder of the report was noted.

- *Internal Audit*

It was noted that the tender for Internal Auditors is currently being drafted and will be advertised before the end of January. The Core Financial Controls audit was carried out w/c 12th January and the draft report is awaited.

- *Sustainability Audit*

Stage 2 of the audit is progressing, and The Business Services Director thanked the Committee members who volunteered to meet with TIAA over the last few weeks to put across their views and opinions regarding sustainability.

Resolution

Committee noted the remainder of the Business Services Update report.

ii) Schedule of Meeting Dates 2026-27

From a previously circulated report the Committee noted the meeting dates for 2026-27.

b) Finance

i) 2025-26 Projected Cashflow

From a previously circulated report the Committee were informed of the expected cashflow of the Association from 1st April 2025 to 31st March 2026. The Business Services Director highlighted that the figures to December 2025 agree with the monthly bank reconciliations, the Committee noted the opening and closing bank balances for the year and that cashflow shows a positive bank balance throughout the whole of 2025-26.

ii) 2026-27 Rent consultation

Following approval from the Management Committee at the November 2025 meeting, tenants were consulted on the proposed 5.5% rent increase for 2026-27, including phasing in effective from 1st April 2026. It was noted that 1555 letters were sent out and 94 were returned, the responses were previously circulated to Committee. Any comments from the consultation regarding affordability, housing or repairs issues have been passed to the relevant departments.

Resolution

After further detailed discussions on a proposal from J McMillan seconded by J Thomson, the Committee approved a 5.5% rent increase plus phasing in effective from 1st April 2025.

iii) Updated 2026-27 Revenue Budget

From a previously circulated report the Business Services Director informed Committee of the proposed revenue budget for 2026-27 based on a rent increase of 5.5% plus phasing in, 5 and a 4.5% salary increase as well as small increases to affiliation fees. The Committee noted the surplus for the year and the Capital Loan Repayments due in 2026-27.

Resolution

After further detailed discussions the Committee approved the Revenue Budget based on a 5.5% rent increase plus phasing in, a 4.5% salary increase and increase to affiliation fees.

iv) Service Level Agreements

The Business Services Director noted that the Service Level Agreement (SLA) for the subsidiaries which were detailed in the budget and approved in November 2025, were presented and approved by each of the subsidiary companies at the November Board meeting.

Resolution

The Committee noted the Service Level Agreement update.

9. Human Resources Update

The HR Director provided Committee with a verbal report to bring them up to date with the progress in various areas. Some key points were highlighted below, and the remainder of the report was noted.

The HR Director reported that the performance and pay review is continuing and the next stage will be to engage with EVH (Employees in Voluntary Housing).

The workforce and succession planning will be discussed at the upcoming staffing meeting.

Work is continuing with Fyne Futures staff, supporting them through the closure process. The HR Director noted her thanks to the Business Service Director and staff

for their assistance, particularly given that some requests have been made at short notice.

Resolution

The Committee noted the HR verbal update.

10. Subsidiary Update

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

11. Committee Update

i) Code of Conduct

The Corporate Manager remind those that have not yet returned their annual Code of Conduct and Declaration of Interests to please do so, it was noted that this is a regulatory requirement.

ii) Strategy Day

A date will be arranged at the beginning of March for a Strategy day, the Corporate Manager will circulate dates for availability.

12. Policy Review/Deferrals

Resolution

(a) Committee approved the undernoted policy:

(i) M.08 Compensation for Improvements

(b) Committee approved to defer the undernote policy:

(i) H.32 Tenant Participation Strategy

(ii) F.07 Essential Car User

(iii) HR.06 Flexible Working Hours, TOIL & Annual Leave.

13. Secretary Report

(i) Share Members Approval

Resolution

Membership applications were approved for Shares Nos 913 & 914.

14. Donations Request

From a previously circulated report the Committee discussed the request for donations from Isle of Gigha Heritage Trust, Bute Shinty Club and S Kemp.

Resolution

Following detailed discussions, the Committee approved the following in line with the donations policy:

- *Isle of Gigha Heritage trust - £500*
- *Bute Shinty Club - £50*

- *S Kemp - £50*

14. Notifiable Events

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

15. Strategy Day Discussions - Follow Up

This item is subject to a confidential minute.

- 17. Minute of Ad-Hoc Fyne Energy Meeting 10th November 2025.**
- 18. Minute of Management Team Meeting 11th November 2025**
- 19. Minute of Fyne Energy Board Meeting 26th November 2025**
- 20. Minute of Fyne Futures Board Meeting & Confidential Minute 26th November 2025**
- 21. Minute of Fyne Initiatives Board Meeting 26th November 2025**
- 22. Minute of Ad-Hoc Fyne Energy Meeting 11th December 2025**
- 22. Minute of Health & Safety Meeting 23rd October 2025**

The above minutes were circulated for information and noted. In regard to the confidential minute of Fyne Futures Board meeting 26th November, the Management Committee noted the contents and the decisions the Fyne Futures Board made.

24. AOCB

This item is subject to a confidential minute.

25. Date of Next Meeting: Wednesday 4th March 2026.

With no further business the meeting closed at 18.00 pm

Signed.....

Date.....