

Harbour Homes Scotland Limited
Minutes of Harbour Homes Board Meeting held on
Wednesday 24 September at 5.55pm at 108 Constitution Street

Present:

Campbell Whyte (Chair) (virtual)	Chris Stone
Leigh Eardley	Pauline Carter-Lee
Caitlin McCorry (virtual)	Kevin Anderson
Liz McLean	Jim Sherval

In attendance:

Heather Kiteley, Group Chief Executive (virtual)
 Gordon Cameron, Group Director of Operations
 Ngeme Ntuli, Group Director of Finance and Business Support
 Tina Bell, Group Business Support Manager
 Lisa Haddow, Group HR & OD Manager
 Chris Thomson, Managing Director Harbour Multi-Trades
 John Murray, Placemaking Manager
 Alison Petretti, Business Support Officer (minute taker)

Action**1. Apologies and Welcome**

1.1 Apologies received from Iain MacPhail.

2. Declarations of Interest

2.1 None

To allow the appointment of the Chair, Mrs Kiteley, Group Chief Executive, chaired the meeting for Item 3 Board Member Roles 2025-2026.

3. Approval – Board Member Roles - CEO**3.1.1 Appointment of Harbour Homes Chair**

Campbell Whyte was elected as Chair

3.1.2 Appointment of Harbour Home Vice-Chair

Nominations have been received for Vice-Chair. Interviews to be held and recommendations will be brought to the Board for approval.

3.1.3 Appointment of Finance and Risk Committee Members

Finance and Risk Committee members will appoint their chair at the next meeting in November.

Finance and Risk Committee members appointed as:

- Jim Sherval
- Leigh Eardley
- Vendula Tomasova

Action

- Campbell Whyte (ex officio)

3.1.4 **Appointment of Harbour Lettings Board Member nominated representatives from Harbour Homes**

- Vendula Tomasova was appointed as Chair. Mrs Tomasova will be co-opted to the Harbour Homes Board and formally elected at the AGM in September 2026.
- Kevin Anderson

3.1.5 **Appointment of Harbour Connections Board Member nominated representatives from Harbour Homes**

- Leigh Eardley
- Jim Sherval

3.1.6 **Appointment of Harbour Multi-Trades Board Member nominated representatives from Harbour Homes**

- Leigh Eardley appointed as Chair

3.1.7 **Co-optees to Harbour Homes Board**

- Vendula Tomasova

3.1.8 The Board approved the roles.

As the newly appointed Chair, Mr Whyte chaired the remainder of the meeting.

4. **Approval of Minutes of Board Meeting Thursday 21 August 2025**

4.1 Proposed by Chris Stone and seconded by Jim Sherval.

4.2 **Matters Arising and Outstanding Actions**

4.2.1 Mr Anderson noted that his name and Mr Sherval's names were omitted from the minutes. Minutes to be updated.

AP
complete

Outstanding actions were discussed and items carried forward to the November meeting.

5. **Matters Approved or Papers Issues Between Meetings - CEO**

5.1 The Board **noted** the papers issued between meetings.

Group Matters

6. **Approval – Group Structure (Confidential) - CEO**

6.1 See separate confidential paper

Parent Matters

[Tina Bell and John Murray joined the meeting at 6.20pm]

7. Approve Harbour Connections Proposal – Placemaking Manager

- 7.1 The Board discussed the proposal, noting that Harbour Connections is no longer pursuing commercial training and considering the restructure, it was considered an appropriate time to review the business. The Board agreed that Harbour Connections will be dissolved with effect from 1 April 2026.
- 7.2 In response to a question “will the restructure have an impact on staffing”?
- 7.3 There will be no impact on staffing, as staff are employed by Harbour Homes.
- 7.4 The Board **approved** the proposal.

The Board expressed their appreciation and thanks to Mrs Eardley, Mr Sherval, and Harbour staff for their time, commitment, and hard work.

RSL Matters

8. Approve – Annual Assurance Statement – Group Business Support Manager

- 8.1 The Board was advised that the internal audit had been completed. The organisation is compliant, with only minor amendments recommended.
- 8.2 The Board were advised of the below:
- Harbour is compliant with all regulatory requirements.
 - Harbour is compliant with the Charter
 - **Notifiable Event Jamieson Place** – Regulator is happy with our updates and progress. Currently the notifiable event is open.
 - We are currently non-compliant with EICRs, with fifty-three outstanding. However, this number is expected to reduce significantly ahead of the 31 October submission to the Scottish Housing Regulator.

The Group Business Support manager was thanked for all their hard work put into the report.

- 8.3 In response to an outstanding action from 21 August minutes, “when will the training on Notifiable Events take place for Board and staff”?
- 8.4 After discussion, it was agreed to hold the session for Board at the November meeting and added to the agenda.

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9. Any Other Business

- 9.1 None

10. Date of Next Meetings

- 16.1 ➤ Joint Board Away Day – Friday 10 October 2025
 ➤ Board Meeting Thursday 20 November 2025 (via teams)

The meeting closed at 6.40pm