



Viewpoint Housing Association Ltd.
4 South Oswald Road
Edinburgh EH9 2HG

Board Meeting

Paper 00, 13 August 2025

Agenda for a private meeting of the Board to be held on 13 August 2025 at 4.00pm at Viewpoint Head Office. (Pre-Board coffee/tea 3.30pm)

The meeting is scheduled to close at 6.00pm (Timings shown are approximate)

Board Members

Mr T Roehricht (Chair)	Ms P Russell (PR)	Mr L Parry (LP)
Mr D McIntosh (Vice Chair)	Mr S Robertson (SR)	Mr J Clyne (JC)
Mr Aaron Sheridan (AS)	Mr M Kerr (MK)	

Attending

Jean Gray, Chief Executive (CEO)
David Aitken, Director of Finance (DF)
Tom Hainey, Strategic Development Director (SDD)
Sue Shone, Director of Housing & Care (DHC)
Joanna McMinn, Finance Manager (FM)
Karen Thompson, HR Manager (minute taker)

Board Observer - Mr M Dalziel

Leave of Absence - Mrs L Peaty

Apologies - Simon Haile, Director of Assets (DA)

Agenda

Item	Subject	Lead	Paper	Est. Time
1.	Welcome to Board Meeting / Introductions/ Declarations/Conflict of Interest	Chair	N	
Board & Administrative Matters				
2.	Minutes of previous meeting and matters arising:			
	a. Minutes of Board meeting 25 June 2025	Chair	Y	5
	b. Outstanding Actions Log	Chair	Y	5
	c. FRAC Update (verbal)	DM	N	10

Strategic Matters – Decision

3. Finance Papers	DF/FM	Y	20
a. Draft Statutory Accounts to 31 March 2025			
b. Draft Audit Summary Report			
c. Draft Letter of Representation			
d. Management Accounts to 30 June 2025			
e. Q1 Reforecast 2025/26			
4. a. Review of Factoring Service	DHC	Y	20
b. Catering Provision for Care Homes			
5. a. Strategic Development Opportunities	SDD	Y	20
b. Disposal Policy – Cover Report			

Matters for Discussion, Noting & Approval

6. CEO Update Report	CEO	Y	10
7. Strategic Objectives - Q1 2025-26 Update	CEO	Y	10
8. Performance Report 2025-26 Q1	CEO	Y	5
9. Governance Report	DF	Y	5
10. Write-off Report	DHC	Y	5
11. Welfare Rights Service Annual Report	DHC	Y	5
12. AOCB			

Please advise Chair of any AOCB prior to start of formal meeting

Date of Next Board Meeting – 23 September 2025 @ 3.15pm – 4.30pm

following AGM (this meeting will focus on appointment of Chair; Vice-Chair and discussion on future membership of Operations and Finance, Risk & Audit Committees. There will also be a set of Management Accounts to discuss and a verbal update on other matters from the CEO)