



MEETING OF THE OSPREY HOUSING BOARD
24 SEPTEMBER 2025 AT 10:30 – HYBRID WESTHILL OFFICE & VIA TEAMS

Present: Brian Watson, Director (BW) (Chair)
Brian Topping, Director (BT)
Jonathan Young, Director (JY) via Teams
Simpson Buglass, Director (SB)
Les Allan, Director (LA)
Stuart Robertson, Director (SR)
Alison Mitchell, Director (AM)
John Connelly, Director (JC)
Colin Hawkins, Director (CH)
Gillian Houston, Director (GH)
Lauren Allan, Director (LaA)
Scott O'Neill, Apprentice Director (SO'N) via Teams

Apologies Mike Scott, Director (MS)
Douglas Bodie, Director (DB)
Kay Diack, Director (KD)
Rab Hepburn, Director (RH)

Attending: Stacy Angus, Chief Executive (CEO)
Gary Walker, Director of Finance (DoF)
Clare Ruxton, Director of Corporate Services (DCS)
Sofia Redford, Corporate Services Officer (CSO) (Minute)

Minute No	Subject	Action
	Administration	
1	Welcome & Apologies Apologies as noted above.	CEO
2	Declarations of Interest LA declared an interest in item 4.4 as a minor shareholder in SSE. There were no changes to the standard declarations.	CEO
3.	Approval of Governance Arrangements	
3.1	Election of Chair The CEO invited nominations for the position of Chair of the Osprey Housing Board. Brian Watson was nominated by Brian Topping and this was seconded by Jonathan Young. There were no further nominations, and Brian Watson was unanimously elected as Chair of the Osprey Housing Board.	CEO
3.2	Election of Vice Chair The CEO invited nominations for the position of Vice Chair of the Osprey Housing Board. Les Allan was nominated by Brian Watson, and this was seconded by Brian Topping. There were no further nominations, and Les Allan was unanimously re-elected Vice Chair of the Osprey Housing Board.	CEO
3.3	Membership of Committees The membership of the Committees was reviewed and agreed as follows: Housing Committee: Colin Hawkins Brian Topping Brian Watson Stuart Robertson Kay Diack Lauren Allan	Chair

Minute No	Subject	Action
	<p>People and Organisation Committee: Simpson Buglass Jonathan Young Mike Scott Brian Watson Alison Mitchell Scott O'Neill (Apprentice)</p> <p>Finance and Audit Committee: Douglas Bodie Les Allan Rab Hepburn Simpson Buglass John Connelly Gillian Houston</p> <p>Health and Safety Committee Stacy Angus Clare Ruxton Ryan Swan Sofia Redford Jamie Brown Brian Topping Lauren Allan</p> <p>The Committee memberships were unanimously approved.</p>	
3.4	<p>Election of Chair and Vice Chair of the Housing Committee</p> <p>The Chair invited nominations for the position of Chair of the Housing Committee. Colin Hawkins was nominated by Brian Topping and this was seconded by Les Allan.</p> <p>The Chair invited nominations for the position of Vice Chair of the Housing Committee. Brian Topping was nominated by Colin Hawkins, and this was seconded by Les Allan.</p> <p>There were no further nominations, and Colin Hawkins and Brian Topping were unanimously re-elected as Chair and Vice Chair of the Housing Committee.</p>	Chair

Minute No	Subject	Action
3.5	<p>Election of Chair and Vice Chair of the People and Organisation Committee</p> <p>The Chair invited nominations for the position of Chair of the P&O Committee. Simpson Buglass was nominated by Jonathan Young, and this was seconded by Les Allan.</p> <p>The Chair invited nominations for the position of Vice Chair of the P&O Committee. Jonathan Young was nominated by Les Allan, and this was seconded by Brian Topping.</p> <p>There were no further nominations, and Simpson Buglass and Jonathan Young were unanimously re-elected as Chair and Vice Chair of the People and Organisation Committee.</p>	Chair
3.6	<p>Election of Chair and Vice Chair of the Finance and Audit Committee</p> <p>The Chair invited nominations for the position of Chair of the F&A Committee. Douglas Bodie was nominated by Les Allan, and this was seconded by Brian Topping.</p> <p>The Chair invited nominations for the position of Vice Chair of the F&A Committee. Rab Hepburn was nominated by Les Allan, and this was seconded by Brian Topping.</p> <p>There were no further nominations, and Douglas Bodie and Rab Hepburn were unanimously re-elected as Chair and Vice Chair of the Finance and Audit Committee.</p>	Chair
4.	Items for Decision/Approval/Endorsement	
4.1	<p>Annual Approval of the Health and Safety Policy</p> <p>The Board reviewed the overarching Health and Safety Policies for approval.</p> <p>The overarching Health and Safety Policies were unanimously approved.</p>	Chair

Minute No	Subject	Action
4.2	<p>Annual Assurance Statement – Approval</p> <p>The CEO presented the draft Annual Assurance Statement for review and approval.</p> <p>The Board: Reviewed the AAS and approved it for submission to the SHR.</p>	CEO
4.3	<p>Annual ESG Report – Approval</p> <p>The CEO presented the draft Annual ESG Report for review and approval.</p> <p>The Board: Reviewed and approved the Annual ESG Report for submission to the SRS.</p>	CEO
4.4	<p>Development</p> <p>The CEO presented a report updating the Board on the progress with developments and to seek approval on a number of items to progress as part of Osprey’s current development programme.</p> <p>New-Build Open-Market acquisition – update The Board noted that due to an increase in private sales, this opportunity is no longer being progressed by the developer.</p> <p>Redacted</p> <div style="background-color: black; height: 40px; width: 100%;"></div>	CEO
Minute No	Subject	Action
	<p>Redacted</p> <div style="background-color: black; height: 40px; width: 100%;"></div>	

Minute No	Subject	Action
	<p>Pinewood E</p> <p>A development off Countesswells Road comprising 18 units of 3 and 4-bedroom houses in a high demand area by Dandarra. Osprey was approached by the local authority as their preferred partner for this development. Work on social units due to commence in January 2026. Costs are approved in principle by ACC and SG however the HAG submission is subject to a technical review and may therefor take longer to process.</p> <p>Hopeman</p> <p>A development of 12 units in a high demand area by Tullochs of Cummingston. Development has the full support of the LA and SG. Development has been awarded top grant in principle and formal HAG submission is being processed.</p> <p>The Board:</p> <ul style="list-style-type: none"> • Noted the contents of the report. • Redacted XXXXXXXXXXXXXXXXXXXXXXXXXXXX. • Approved the development appraisals for Pinewood and Hopeman subject to grant approval. 	
4.5	<p>Redacted</p> <div data-bbox="379 1350 1241 1469" style="background-color: black; height: 50px; width: 100%;"></div>	CEO

Minute No	Subject	Action
	<p>The Board:</p> <ul style="list-style-type: none"> • Noted the report <div data-bbox="429 465 1161 542" style="background-color: black; color: black;"> <div data-bbox="429 465 478 504" style="display: inline-block; width: 25px; height: 15px;"></div> <div data-bbox="474 465 1161 504" style="display: inline-block;">Redacted</div> </div> 	
	<p>Any Other Business</p> <p>None</p>	All
5	<p>Date of next meeting:</p> <p>26 November 2024 at 10:00</p>	

Signed:

Date: