ATRIUM HOMES

Minutes of Meeting of the Board held on Tuesday 29 September 2026

At 6:00 p.m. via Zoom

Present: Allistair Reid, Carolyn Hope, Julie Templeton, Maureen Gimby, Craig Leitch, Alan White, Jon Hopkins, Joshua Hopkins, Martin Gilbertson

Attending: Brian Praties (Director of Property Services, DoPS), Shannon Watson (Chief Executive, CX)

Chair: Alistair Reid

The Chair opened the meeting asking everyone to confirm that they had read and understood the papers which had been circulated via SharePoint the week prior to the meeting.

The Chair confirmed that the meeting was quorate.

Confirmed

Item	
Data Protection Update Claire Beckley (CB) of RGDP LLP attended the start of the meeting to provide Board with an update on recent changes to the regulatory and legal provisions with which Atrium must comply. CB confirmed that Atrium remains compliant with the regulations and that work continues to ensure that policies, procedures and data processing records remain up to date. A Board member asked CB for their opinion on the key systems which Board should be considering from a risk perspective. CB spoke about the risk inherent in the use of AI and how sometimes the AI component is hidden in software. CB cautioned against staff using free tools where the business data is not ring-fenced and the data is often used for machine learning without the users' knowledge. Board discussed the pace of change in technology and the clear parameters needed for staff to protect both them and the business. Board thanked CB for the detailed update provided and CB left the meeting at 6:25 p.m.	
1	**Apologies**
	Ken Tudhope, Dominic O'Donnell
2	**Declarations of Interest**
	No declarations of interest in business to be discussed were noted.
3	**Minutes of Meeting on 25 August 2026**
	The minutes of the meeting of the Board held on 25 August 2026 were reviewed and approved as an accurate record of the meeting. *Approved for publication*

4	**Matters Arising**
	a) Board noted the items which remained in progress and the updates provided. *Noted* b) Board noted that Atrium is up to date with all compliance requirements. *Noted*
5	**Annual Board appraisals**
	Daryl McIntosh (DM) of Share joined the meeting at 6:26 p.m. DM spoke to the report prepared by him which summarised the outcomes of the Board members' individual appraisal conversations which had been facilitated by Share this year. DM noted that the report was very positive in terms of Board members' skills and dedication to serving on the Board of Atrium Homes. Three recommendations have been made in addition to training needs identified, and DM confirmed that Board members' Individual Learning Statements would be issued to them in due course. Board has a good awareness of the challenges ahead for Atrium, and the diversity of concerns identified by Board member in discussions is a strength for the organisation. With regards to succession planning and diversity fir the Board, DM confirmed that many RSL Boards are currently struggling with the same concerns. Board thanked DM for his time and DM left the meeting at 6:32 p.m. Board considered the contents of the report and the briefing provided by DM and approved the report. *Approved*
6	**Minutes of the Atrium Initiatives Board meeting on 8 September 2026**
	Board considered the minutes of the meeting of the subsidiary Board on 8 September 2026. The subsidiary made a profit in its accounts for the quarter ended 30 June 2026. *Noted*
7	**Treesbank Development Update**
	DoPS spoke to the paper which set out for Board's information the two possible routes to procure the new build social housing at this site. The paper detailed the risks attaching to the two methods of procurement and noted that steps have been taken to appoint an Employer's Agent (EA) to represent Atrium's interest in the contract negotiations., via a framework A Board member asked what the risk for Atrium would be around issues with quality of the build, and DoPS confirmed that if Atrium is the developer of its own properties, this might reduce the risk, but that strong management of the process will be key to managing most risks. A Board member asked about Atrium's internal capacity to deliver a new build project. DoPS confirmed that they have the experience to be able to do this and

	CX noted that management is aware that the team is lean while the Target Operating Model Review continues. DoPS stated that the development is fairly small scale which will make it easier to manage. They also confirmed that Atrium is currently at an early stage in the process and no contract will be signed before due diligence is completed, costs and funding are known, and Board has given approval to proceed. A Board member asked about the risks to Atrium of the mining tunnels under the ground in the area, and DoPS confirmed that this would be explored when the due diligence on the project plans is carried out. A Board member asked about the extent to which Atrium would be able to control the type of housing provided over the contract and DoPS confirmed that the Housing team had considered the draft proposed housing and consider that this will match housing need in the area. Board discussed the fact that, while Atrium would favour the lower risk alternative to procuring the new build homes, the developer might prefer the other route as this reduces the financial risk to them. There will need to be a process of due diligence and negotiation undertaken in order to arrive at a solution that suits all parties, and the appointed EA will support these deliberations. Finally, a Board member asked whether there were planned timescales for the project yet, and DoPS confirmed that these are currently dependent on the East Ayrshire Council Planning department. Board noted the detailed update provided. *Noted*
8	**Asset Investment Programme 2027/28**
	DoPS spoke to the paper which outlined the next phase of component replacements proposed for 2027/28. These works are deemed necessary based on Atrium's rolling stock condition surveys. Phase 5B of the Homes Fit for 21st Century Living Standard works programme will complete before the end of March 2027 and so these proposed works to the newer build properties will be procured to commence early 2027/28. DoPS noted that the cost of these component replacements is in line with the costs included in the latest approved budgets. A Board member queried the reference to partial bathroom upgrades and whether Atrium would make savings if tenants had already carried out their own upgrades. DoPS noted that the houses planned to receive upgrades will be surveyed before work commences in them and this will inform the final work programme for each house. A Board member asked why the specific housing had been chosen to be included in next year's programme and DoPS confirmed that the works were planned based on a combination of the age of the properties and feedback from tenants and surveyors / staff members about the wear and tear on the components.

	A Board member asked about the longer term plans for major investment in tenants' homes and whether these demonstrated peaks and troughs in spend. CX confirmed that the current 30-year plans which are based on stock condition do have periods of very high spend in them. The development of the Integrated Asset Management Strategy will help to more clearly inform the longer term plans and management will always look at life cycle assumptions vs stock condition before any planned works are actioned. Board approved the proposed 2027/28 work programme and delegated authority to staff to progress the procurement of these works. *Approved and Noted*
9	**Board Members' Sub-Committee Choices**
	CX spoke to the paper which set out the remaining Sub-Committee dates and times for the year ending 31 March 2027, and the current sub-committee membership. Board members were asked to consider whether they wish to remain in the current sub-committees or change to a different one. Board members were also reminded that they have access to the papers for all Board and Sub-Committee meetings via SharePoint and so if they see an item on an agenda they would not routinely attend, they are more than welcome to advise the management team and attend any additional meetings they wish. *Approved*
10	**Risk Management - changes to strategic risks / emerging risks**
	Board considered the updated strategic risk register which includes Board's risk appetite scores. Board noted the updates to residual risk elements provided in the Strategic Risk Register (particularly risks 2 and 4) and agreed with management that these recent changes did not result in a need to amend the residual risk score for those risks. Board considered the risks on the register and agreed that there were no new emerging risks requiring to be added. *Discussed*
14	**Health & Safety (standing item)**
	DoPS confirmed that there were no new matters to report to the meeting. *Noted*
15	**Any Other Competent Business**
	CX provided Board with a verbal update on the outcome of the insurance renewal for the year commencing 1 October 2026. CX noted that despite Atrium having had a small number of higher value property claims in the year, the Insurer has not broken the Long Term Agreement signed for the 3.5 year period. As a result, the cost per £ insured for the property premium has not changed; premiums have increased this year however due to the increase in reinstatement costs for Atrium's property portfolio, based on the three-yearly independent valuer's report commissioned this year. *Noted*

16	**Date of Next Full Meeting** **Tuesday 27 October 2026 at 6:00 p.m.** via Zoom
	The meeting closed at 7:02 p.m.

Chair: ..... Date: 27 October 2026