

**MINUTE OF MEETING OF KEY BOARD
HELD ON WEDNESDAY, 10 SEPTEMBER 2025**

At 6.00 p.m. at The Square, 70 Renton Street, Glasgow

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PRESENT

Sheenagh Simpson (online)
Ann McGuigan
Daniel McCafferty
Wendy Hall
Gillian Anderson (Chair)

IN ATTENDANCE

Andrea Wood (CEO)
Alison Wood (Director of Finance)
Gordon Anderson (Director of Housing, Development
and Corporate Services)
Glenn Harrold (Director of People and Organisational
Development)
Asa Brooks (Governance, Regulation and Compliance Manager)
Leam MacKeown (Inclusion Manager – Supporting TAG)

ACTION

1.1 APOLOGIES

Apologies were received from John Paterson, Paul Hush, David Meechan and Liz Matheson. Jack Crombie was on a leave of absence.

1.2 DECLARATIONS OF INTEREST

There were no declarations of interest.

1.3 ELECTION OF OFFICE BEARERS

The Board noted that Key's Office Bearers comprise the Chairperson, two vice chairpersons, a Secretary, the Chair of the Audit Committee, the Chair of Community Lifestyles (both *ex officio*) and the facility for an additional Board member without portfolio.

The full list of office bearers for the forthcoming year were unanimously approved as follows:

Chairperson	- Sheenagh Simpson
Vice Chairperson	- John Paterson
Vice Chairperson	- Ann McGuigan
Chair of Audit Committee	- Dave Le Sage
Chair of Community Lifestyles	- David Meechan
Secretary	- Andrea Wood (Chief Executive)

1.4 STANDING COMMITTEE AND REVIEW GROUP MEMBERSHIPS

The composition of the various Committees and Review Groups was noted.

Those present confirmed their ongoing memberships, as detailed in the report.

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ACTION

1.5 MEETINGS CALENDAR 2026

The Chief Executive presented the calendar of meetings for 2026.

The Board approved the calendar.

2. AOB

The Director of Housing spoke to a report seeking approval for the purchase an individual dwelling which has come on the market next to our Thurso development. The Board noted that NHS Highland has expressed its interest in Key expanding its housing stock in their local authority area, and that the Scottish Government has committed to 50% grant funding in support of the purchase. Accordingly, the Board authorised the proposed acquisition of the property.

3. DATE OF NEXT MEETING

The Board will next meet on Wednesday, 1 October 2025.