BOARD MEETING

28 January 2026
Bield office, 79 Hopetoun Street, Edinburgh at 3 pm

MINUTES

Attendance

Board Members (in person):	Paul Edie (Chair) Frances Wood (Vice Chair) Amanda Britain Angus MacRae Brian McLaren Gillian Merrett Graeme Russell Harry MacLean (in attendance from item 2) Robert Fernie Stephen Oswald
Board Members (via Teams):	Emma Garry Katie Smart
Officers:	Debbie Collins, Chief Executive Officer Tracey Howatt, Chief Operating Officer Barry Allan, Director of Finance & Business Services Drew Moore, Director of Assets Nikki Ritchie, Director of People & Digital Michelle Breen, Governance & Assurance Manager Tom Kerr, Executive Assistant (Minutes)
Officer (via Teams):	Jim Aird, Interim Director of Finance

ITEM	NOTE	ACTION
1.	**Priority Item**	
	Appointment of Co-opted Board Members	
REPORT SUMMARY	This report provided the Board with an update on the outcome of the recent recruitment process undertaken to address an identified skills gap in technology expertise. Following this process, two new Board members were successfully appointed and put forward for co-option.	
DISCUSSION	A Board member queried the proposed appointment of the prospective Board Member. It was confirmed that there was no issue arising from the query. The Board noted that the individual understands the strategic nature of the Board's role and all Board members declare any relevant	

	interests at meetings in accordance with governance requirements	
DECISION	The Board unanimously: • **Noted** the recent recruitment process and outcome; • **Approved** co-option to the Board in accordance with Rule 42.1 of Harry MacLean; and • **Approved** co-option to the Board in accordance with Rule 42.1 of Steve Dungworth	
2.	**Apologies for Absence**	
	Harry MacLean joined the meeting at 3.05pm. Apologies were offered on behalf of Derek Breingan and Steve Dungworth. The Chair advised there would be a half hour Board only time at end of meeting. The Chair informed the resignation of Lynn Brown as a co-opted Board member and noted thanks to Lynn Brown for joining the Board in 2025.	
3.	**Declaration of Interest**	
	None.	
4.	**Minutes**	
4.1	**Confidential:** Redacted	
4.2	**Confidential:** Redacted	
4.3	**Action List**	
	The action list was noted and updated.	
5.	**Strategy & Business Plan**	
5.1	**Confidential:** Redacted	
5.2	**Confidential:** Redacted	
5.3	**Confidential:** Redacted	
5.4	**Confidential:** Redacted	
6	**Governance**	
6.1	**Confidential:** Redacted	
6.2	**Confidential:** Redacted	
7.	**Any Other Business**	
	None.	
8.	**Date of Next Meeting:** **25 March 2026, Edinburgh Office**	
	Meeting ended at 4.15pm. It was noted the Vice Chair, will Chair the next Board meeting.	

Board only time after the meeting for 30 minutes.