



CASSILTOUN GROUP BUSINESS PLAN 2023 – 2026



UPDATED APRIL 2025

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SECTION 1 - FOREWARD AND INTRODUCTION

1.1 - FOREWARD

This Business Plan sets out how Cassiltoun Housing Association and its subsidiaries operate. It demonstrates our financial capacity, long term viability and business planning assumptions. We continue to monitor how changes in the external social, economic and political environment could potentially have an impact on our business and our tenants. This continuous process of review is more critical in light of the recent global pandemic and the current economic climate. The Association believes that its robust planning framework, long term forecasts and scenario planning all indicate that the Association will remain strong and financially viable over the next 30 years.

The current external economic conditions continue to focus our minds on delivering even greater value for money whilst at the same time ensuring that we play our part supporting the local economy and wider community. Our business plan does not sit still which is reflected in the many successes we have achieved. To maintain our business drive we must continue to innovate, take advantage of new ways of working and operate flexibly in a changing environment both internally and externally.

Our success is due to strong partnerships both locally and nationally, our dedicated staff team and the enthusiasm and professionalism of our Voluntary Board which consists of both local residents and other professionals who have a strong belief in our values and culture.

During the life of this plan there are 2 significant milestones. Castlemilk is celebrating its 70th anniversary and Cassiltoun is celebrating its 40th anniversary. As an organisation we are proud to be part of Castlemilks story of creation, regeneration and renewal and we will take a moment to celebrate the years of dedication, passion and hard work that have shaped our success and played a role in developing the Castlemilk area.

1.2 - INTRODUCTION

This business plan is our central strategic document and sets out our strategic direction up to March 2026. It is approved by the Board prior to the start of each financial year. In developing this plan, we have taken account of business planning guidance published by the Scottish Housing Regulator (2015, 2020, 2024).

1.3 - PURPOSE OF OUR BUSINESS PLAN

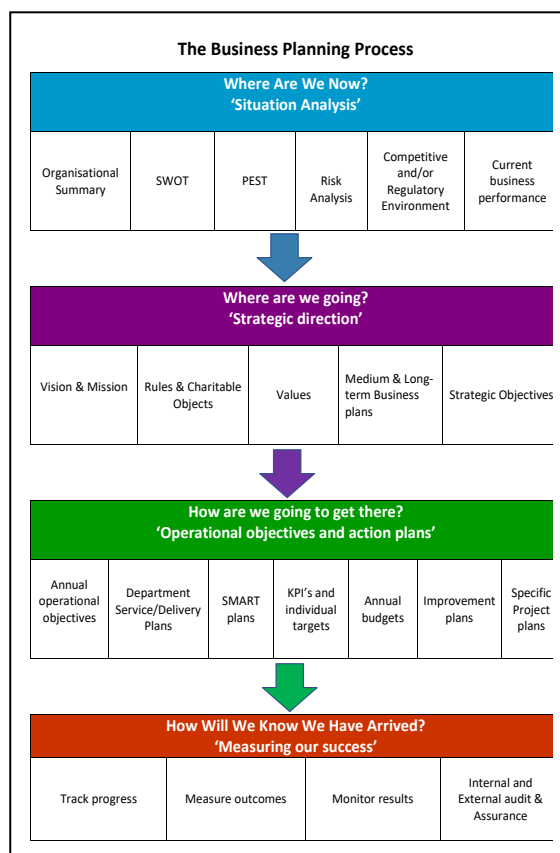
The purpose of the business plan is to:

- help us to understand the opportunities and threats inherent in our operating environment as well as our own internal strengths and weaknesses;
- clarify and communicate our strategic objectives and priorities and set out the key actions we will take to achieve these objectives;
- demonstrate that we have the resources necessary to carry out these actions and help us to identify and mitigate any risks we face in delivering these actions;
- provide a strategic overview for our other strategies and plans; and
- provide a framework with which we can monitor our progress and measure our success.

1.4 - OUR BUSINESS PLANNING PROCESS

We reviewed and strengthened our business planning processes in 2019 and introduced a new protocol which sets out the key steps we take to prepare our business plan. They are:

- agreed business planning timetable
- strategic objectives are reviewed on a three-yearly cycle by the Board and staff team
- operational objectives are reviewed annually and an action plan for the year ahead is developed with the Board and staff team
- financial and resource plans are prepared
- risks are assessed by the Board and staff team
- business plan and budget are approved
- objectives and targets are communicated to staff
- monitoring and review are embedded.
- This process is led by our Board, supported by senior staff, and is highly participative ensuring a whole organisation approach



1.5 - ENGAGING WITH STAKEHOLDERS

In preparing this business plan, invaluable feedback was received from:

- our Board
- our staff team
- a comprehensive, independent, tenant satisfaction survey
- other Housing Associations in the sector (by reviewing their Business Plans)

SECTION 2 – ABOUT THE CASSILTOUN GROUP

2.1 - HISTORY

Cassiltoun Housing Association is a community-controlled housing association formed in 1984 by a group of local people, then council tenants. The group wanted to bring about change by managing and controlling their own affairs. Since then they have been hugely successful. Originally formed as Glasgow's first housing co-operative "Castlemilk East" in 1985, after a rule change in 2004 to become a charitable organisation and became Cassiltoun Housing Association.

Cassiltoun Trust was formed in 2004 as a vehicle to save a building at risk 'Castlemilk Stables' and transform it into a community asset to offer a mix of both business

accommodation and community space. After the completion of the £4.5 million renovation of Castlemilk Stables, Cassiltoun Trust have delivered a stable rental income and a constant programme of community projects. Since 2009 their work has also encompassed the regeneration of the local woodland 'Castlemilk Park'.

Cassiltoun Stables Nursery was created in response to a business opportunity when the private nursery based in Castlemilk Stables closed. Since welcoming its first customer in 2013, this business has expanded, increasing its childcare registration and utilising the local woodland to deliver creative and innovative childcare services.

The Business Plans for Cassiltoun Trust and Stables Nursery can be found at Appendices 1 and 2.

2.2 - OUR SOCIAL IMPACT

All parts of the Cassiltoun Group have an overarching purpose which is to 'provide value for money for their services and play a critical role in the local economy to support both job creation and wider social and economic regeneration'. Each of the businesses has its own charitable objects, strategic and operational objectives and business planning framework to meet those objectives.

We are keen to align our approach to the Scottish Government's National Outcomes. Across our Group we contribute to all of the outcomes shown below.

Children and Young People

We grow up loved, safe and respected so that we realise our full potential

Communities

We live in communities that are inclusive, empowered, resilient and safe

Culture

We are creative and our vibrant and diverse cultures are expressed and enjoyed widely

Economy

We have a globally competitive, entrepreneurial, inclusive and sustainable economy

Education

We are well educated, skilled and able to contribute to society

Environment

We value, enjoy, protect and enhance our environment

Fair Work and Business

We have thriving and innovative businesses, with quality jobs and fair work for everyone

Health

We are healthy and active

Human Rights

We respect, protect and fulfil human rights and live free from discrimination

International

We are open, connected and make a positive contribution internationally

Poverty

We tackle poverty by sharing opportunities, wealth and power more equally

SECTION 3 – OPERATING CONTEXT

3.1 – EXTERNAL ENVIRONMENT- THE NATIONAL CONTEXT

The Economy (Macro and micro factors) - At the time of updating this plan, (April 2025) the UK economy is still experiencing inflation rates higher than the government target. The inflation rate is still having an impact on both business through increase in costs and on our tenants as they continue to feel the impact of sustained price increases on their disposable income.

Higher interest rates have an impact on the Housing Association due to increase in interest payments on our variable loans and on household budgets. Higher interest rates limit the ability of people to either buy a larger home (releasing smaller properties onto the market) or to purchase their first home. This leads to greater demand for (social) rented homes, putting further pressure on waiting lists. Although supply chain pressures have eased there are still specific areas of limited supply/competition that impacts the Housing Associations. This includes the supply of experienced staff to match some vacancies

The recent increase in the Living Wage and Employers National Insurance has an impact on employers' costs including in the Housing Sector which could lead to higher prices (rents), reduced investment or decrease in staff numbers. The fiscal drag on tax threshold is estimated to impact 11.6 million individuals over the next three years meaning that some people will pay income tax on their earnings for the first time including some pensioners.

Poverty & Deprivation (Macro and micro level)- The UK and Scotland are still struggling to eradicate deprivation, poverty and child poverty in particular. A report from the Joseph Rowantree Foundation noted (Oct 2024):

This year's Poverty in Scotland continues the trend of showing little change in the unacceptable levels of poverty in Scotland, with over a million people living in poverty, including around a quarter of a million children.

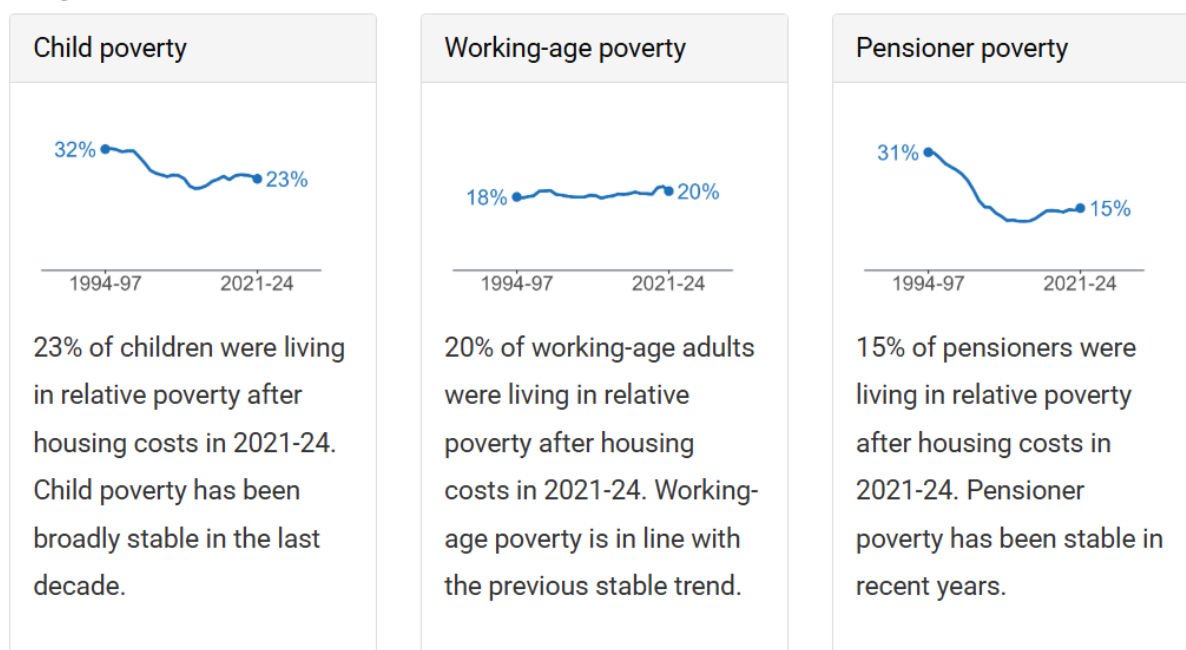
Those families most likely to experience poverty still show extremely high levels of poverty, most vividly captured in the fact that over half of children in minority ethnic families (53%) are trapped in poverty.

For those most likely to rely on social security, such as single-parent households or households where someone is disabled, this acts to lock them in poverty. And for those out of work, it leaves them with miserable incomes, with the basic rate of Universal Credit (UC) leaving single adults with an income that is 64% below the poverty line. For those under 25 it is even lower at around 75%.

The report also highlights how the housing element of the UK Government's social security system is failing, with the Local Housing Allowance (LHA) failing to keep up with new rents and 1 in 10 people in low-income benefits being pulled into poverty by their housing costs alone.

The latest statistics on poverty published by the Scottish Government in March 2025

<https://data.gov.scot/poverty/showed> the following key trends:



The figures also show that relative poverty is slightly higher than recent years and that whilst child poverty levels are still worrying it is the rise of working age poverty and that a third of all working age adults in poverty do not have reliable access to a sufficient quantity of affordable, nutritious food (Food security)

Cassiltoun operates in an area of multiple deprivation and due to limited local facilities (no local supermarket, poor transport links, lack of local employment) residents of the area are more likely to be adversely affected by income inequality and food insecurity.

New Legislation, Regulations and emerging issues in Housing– The sector is always responding to legislative and regulatory changes and emerging issues. The Regulator is continuing to seek Assurance over compliance against landlord health and safety measures, including our response to the problems of damp and mould. Moving forward there will continue to be a focus on the sectors response to the carbon neutral agenda.

Access to finance - Although we are assured by lenders that they are still willing to work with Housing Associations, the Scottish Housing Regulator continues to warn that whilst investors' appetite remains strong, housing associations should not take access to finance for granted. Landlords also need to ensure that any business plan that includes new borrowing is stress tested for future economic shocks.

Global uncertainty - The UK left the EU at the end of 2020 and although the longer-term impacts remain uncertain, it is believed that Brexit has led to:

- A shrinking economy
- Reduction in the amount of available workers
- Increased prices
- Reduction of and increased barriers to trade

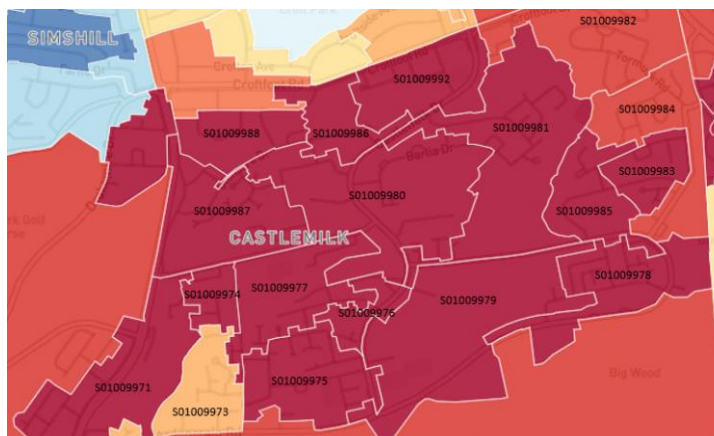
In January 2020, the Scottish government published a report titled 'Social and Equality Impacts of Brexit.' It identified 137 potential social impacts across groups which may experience discrimination or exclusion, including migrants, homeless people and people on low incomes. The potential social impacts include the loss of legal rights, employment protections, funding opportunities, healthcare rights and impacts on food, fuel and medicine. Castlemilk was an area that the Scottish Government believed would be most impacted.

The continued war in Ukraine has also led to greater economic uncertainty and the recent introduction of trade tariffs by the USA has impacted global markets, increased prices of imported goods and has the potential to contribute to downward pressure on the UK economy has threatened both the supply and price of gas/fuel and food supplies. The impacts of Brexit and global uncertainty affect the wider Scottish economy at a macroeconomic level and our tenants and staff and business on a microeconomic level.

Government - There was a UK General election in 2024. Although many areas of Government are devolved to Scotland there are still many areas reserved to the UK parliament which impact on Scotland and ultimately its finances, business and people. Recent decisions by the UK government that have impacted Scotland are the increase in employers National Insurance and Welfare reform changes which have the potential to impact the amount of the block grant. In Scotland we have recently seen the declaration of a Housing Emergency by both local Government (GCC) and the Scottish Government. This has also come at a time where the Affordable Housing Supply grant has been reduced. We have also recently seen the end of the Bute House agreement which means that the SNP will lead a minority government, the election of a new SNP leader and therefore a new First Minister and a change to people in cabinet) in Holyrood. All these factors may impact the work of Cassiltoun if government priorities change.

We have taken account of all these external national factors in preparing and updating this business plan.

3.2 - THE EXTERNAL ENVIRONMENT – THE LOCAL CONTEXT



SIMD data – Castlemilk is an area of deprivation with poor transport links, lower than average car ownership, limited employment opportunities, a declining shopping centre and no major supermarket.

Castlemilk is made up of 18 data zones, 16 of which fall within the most deprived 15% of all data zones across Scotland (SIMD20); it is significant to note that 12 of the data zones that make up Castlemilk fall within the

most deprived 5% nationally. Income, employment, health and education all rank high in relation to deprivation

- Income - 17 data zones fall within the most 15% income deprived, with 13 falling within the most 5% income deprived
- Employment – 16 data zones fall within the most 15% employment deprived, with nine falling within the most 5% employment deprived and 15 within the most 10% employment deprived
- Health – 16 data zones fall within the most 15% health deprived, with 10 falling within the most 5% health deprived. One data zone is ranked seventh worst for health out of a total of 6,976 data zones
- Education – 13 data zones fall within the most 15% education deprived, with seven within the most 5% education deprived

Cassiltoun Housing Association Stock - Cassiltoun Housing Association has stock across five data zones: All of these data zones fall within the most deprived 10% of all data zones, with three data zones falling in the most 5% deprived. Data zone S01009980 is ranked the 44th most deprived data zone across Scotland.

			Income				Health		Education		Access		Crime		Housing	
	SIMD 2020		Domain		Employment		Domain		Domain		Domain		Domain		Domain	
Data Zone	Rank	%	Rank	%	Domain Rank	%	Rank	%	Rank	%	Rank	%	Rank	%	Rank	%
S01009980	44	0.63%	21	0.30%	94	1.35%	7	0.10%	538	7.71%	5959	85.42%	256	3.67%	699	10.02%
S01009981	267	3.83%	244	3.50%	289	4.14%	110	1.58%	1007	14.44%	3798	54.44%	2064	29.59%	669	9.59%
S01009982	682	9.78%	1004	14.39%	236	3.38%	236	3.38%	1147	16.44%	3807	54.57%	1279	18.33%	1309	18.76%
S01009985	105	1.51%	66	0.95%	168	2.41%	168	2.41%	361	5.17%	3103	44.48%	642	9.20%	936	13.42%
S01009992	494	7.08%	331	4.74%	513	7.35%	513	7.35%	1104	15.83%	5322	76.29%	890	12.76%	971	13.92%

Population - The population is broken down as follows, with a comparison against the average for the wider Glasgow City Council area (Small Area Population Estimates SAPE, 2022):

Age Group	Total Count	Percentage	Glasgow Average
0-17	3607	21.6%	17.3%
18-64	10521	63.2%	68.6%
65+	2517	15.1%	14.1%
	16645		

Income - All of Cassiltoun Housing Association's stock falls within the most 15% deprived in relation to income, with four data zones falling within the most 5% income deprived data zones. The total population living within these three data zones is 3,650, with 1,250 individuals being defined as income deprived, an average of 34% across all data zones, this is significantly higher than Glasgow's income deprivation rate of 19%.

Data Zone	Income Domain Rank	%	Total population	Working Age population	Income rate	Income count
S01009980	21	0.30%	629	389	43%	272
S01009981	244	3.50%	691	461	35%	243
S01009982	1004	14.39%	981	683	26%	253
S01009985	66	0.95%	631	414	42%	264
S01009992	331	4.74%	718	443	30%	218

Employment - All five data zones fall within the most 10% deprived for employment, with three falling within the most 5% employment deprived data zones. 571 individuals living within these areas are identified as employment deprived, an average of 23.9% across these areas, significantly higher than the Glasgow average of 13%. Within one data zone S01009980, the employment deprivation rate is as high as 30%.

Data Zone	Employment Domain Rank	%	Total population	Working Age population	Employment rate	Employment count
S01009980	94	1.35%	629	389	30%	113
S01009981	289	4.14%	691	461	25%	112
S01009982	598	8.57%	981	683	20%	139
S01009985	158	2.26%	631	414	27%	113
S01009992	518	7.43%	718	443	21%	94

Health - All five of the data zones that contain Cassiltoun Housing Association stock fall within the most deprived 10% in relation to health, with four data zones within the most deprived 5%, and one data zone (S01009980) ranked as the 7th most deprived across Scotland - highlighting the significant issue of health inequalities across the community. The comparative illness factor (CIF) is a measure of chronic health related conditions and relates to local people who have a limiting long-term illness and/or poor general health. All five data zones containing Cassiltoun Housing Association's stock have a CIF that indicates significantly poor health conditions relative to Scotland – this is as high as 305% higher within S01009980. The incidences of alcohol and drug misuse related hospitalisations across the area are also significantly higher relative to Scotland, with data zone S01009980 having hospital stays related to drug misuse 825% higher than the standardised ratio.

Data Zone	Health Domain Rank	%	Comparative Illness Factor: standardised ratio	Hospital stays related alcohol misuse: standardised ratio	Hospital stays related to drug misuse: standardised ratio	Standardised mortality ratio	Proportion prescribed drugs for anxiety, depression or psychosis %	Proportion of live singleton births of low birth weight %	Emergency stays in hospital: standardised ratio
S01009980	7	0.10%	305	825	199	278	40%	13%	184
S01009981	110	1.58%	260	246	238	239	27%	3%	168
S01009982	236	3.38%	200	706	404	307	23%	4%	172
S01009985	168	2.41%	265	352	357	143	22%	9%	151
S01009992	513	7.35%	225	69	183	154	26%	7%	134

Education - All five data zones that contain Cassiltoun Housing Association's stock are within the 20% most deprived for education, three are within the most deprived 15% with two data zones falling within the most deprived 10% for education.

Data Zone	Education Domain Rank	%	School pupil attendance %	Attainment of school leavers	Working age people with no qualifications: standardised ratio	Proportion of people aged 16-19 not in full time education, employment or training %	Proportion of 17-21 year olds entering in to full time higher education %
S01009980	538	7.71%	70%	5.04	238	3%	5%
S01009981	1007	14.44%	76%	5.67	245	7%	6%
S01009982	1147	16.44%	77%	5.04	191	4%	4%
S01009985	361	5.17%	63%	5.05	233	1%	4%
S01009992	1104	15.83%	78%	5.4	224	11%	8%

Housing - Four data zones containing Cassiltoun Housing Association stock are located within the most deprived 15% for housing, with one data zone (S01009981) falling within the most deprived 10%.

Data Zone	Housing Domain Rank	%	No. of people in households that are overcrowded	No. of people in households without central heating	Percentage of people in households that are overcrowded	Percentage of people in households without central heating
S01009980	699	10.02%	132	5	23%	1%
S01009981	669	9.59%	165	6	24%	1%
S01009982	1309	18.76%	190	9	18%	1%
S01009985	936	13.42%	131	3	21%	1%
S01009992	971	13.92%	147	3	21%	0%

We have taken into consideration the local context when devising our Business Plan.

SECTION 4 – CASSILTOUN HOUSING ASSOCIATION STRATEGIC FRAMEWORK

4.1 - CHARITABLE OBJECTS

The objects of the Association are:

- To provide for the relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage through the provision, construction, improvement and management of land and accommodation and the provision of care; and

- Any other purpose or object permitted under Section 24 of the Housing (Scotland) Act 2010 which is charitable both for the purposes of Section 7 of the Charities and Trustee Investment (Scotland) Act 2005 and also in relation to the application of the Taxes Acts.
- The permitted activities and powers of the Association will include anything which is necessary or expedient to help the Association achieve these objects.
- The Association shall not trade for profit.

4.2 - VISION AND MISSION

We review our vision and mission every three years (last reviewed as part of the 2021/2022 review) as part of the business planning process. These assist with the formulation of our Business Plan.



Our Mission

We aim to enhance the quality of life of our clients and to regenerate and sustain our community through housing-led and resident controlled initiatives



4.3 - VALUES

Our values are important to us. They shape the way that we work and how we interact with our partners, tenants, service users and each other. We annually measure and appraise our staff team and our Board of Management. This process involves assessing staff and our Board of Management to ensure their behaviours are reflective of our values.

The Values which were created by the staff team in December 2014 are:

- Having Integrity
- Be a good leader
- Adapt & commit to change
- Quality Customer Service
- Inspiration & Innovation



4.4 - OUR UNDERLYING APPROACH

Underpinning our vision, mission and values are a set of principles which serve to reflect and reinforce our organisational culture.

Delivering meaningful customer and community consultation and engagement - we seek to widen our approach to customer engagement, ensuring that we involve our tenants, customers and wider community in all aspects of our organisation. As a community-controlled Housing Association accountable to its tenants and members, it is vital that we continue to have tenants on our Board helping to shape our future and guiding us to make the right decisions.

Continuing to work collaboratively and in partnership with others – we believe that sharing ideas and resources can lead to the creation of new ways of working and deliver a bigger impact for our community.

Promoting opportunity and fostering social inclusion – in our efforts to help support and sustain our local community, we take care to facilitate social inclusion and tackle inequality through our actions.

Delivering value for money and innovation to increase business efficiencies and better services for our customers - it has probably never been more important that we deliver value for money for our funders, our partners, our community and above all, for our current and future customers. We will also work to ensure that we not just maximise value, but that we also demonstrate it clearly.

Ensuring we have strong governance and internal controls – governance and compliance rests not just with the Board and Senior staff but with every member of staff. We will embed a culture of strong governance and internal controls throughout the Association to ensure that as a business we are effective and efficient, that we have robust and reliable reporting that stands up to high levels of scrutiny and we have high levels of compliance with applicable laws and regulations.

SECTION 5 - PRIORITIES

Our analysis of the external and internal environment has helped us to identify our key corporate priorities. These can cut across our strategic objectives and service areas and is underpinned by ensuring that we look at providing Value for Money for our tenants and external investors (e.g. funders).

- Improving operational performance
- Rent Affordability, tenancy sustainability and alleviating homelessness
- Strategic Asset Management including tenant and resident safety
- Community Development, engagement and regeneration
- Governance & business improvement (including digital and equality and diversity measures)
- Strong financial controls and medium and long-term financial planning

5.1 –IMPROVING PERFORMANCE

Pre-pandemic Cassiltoun had a strong performance record with comparably low levels of rent arrears and void costs as well as high levels of satisfaction. The pandemic, subsequent impact on supply chains, the high levels of staff turnover within the sector, at Cassiltoun and with our contractors and the recent high levels of inflation and cost of living crisis and business focus in 2023/2024 on migrating to a new housing management system has had a negative impact on performance indicators and getting this under control and bringing the figures back closer to pre-lockdown levels will be an ongoing priority.

5.2 - RENT AFFORDABILITY, SUSTAINING TENANCIES AND ALLEVIATING HOMELESSNESS

We are aware of the current financial pressures on households due to high inflation and the impact of the cost of living crisis. The Board chose not to increase our rents as per the business plan for 23/24 which was inflation plus 1% and instead looked at what activities we could reduce or stop to ensure a lower than inflation rent increase was possible for the business.

In April 2024 the Board moved rent increase discussions/proposals in line with the Business Plan and a rent increase of inflation plus 1% was implemented.

In April 2025, due to previous less than business plan increases, rising costs in the business (Employers NI and salary agreements) and both an increase in demand and a reduction in funding (for Adaptations) the Board, in consultation with its tenants, agreed a CPI plus 3% increase.

We have reviewed our rents with the SFHA's affordability tool to check how our rents affect different household types.

This indicates that the majority of our rents are either affordable or just affordable according to house type and household composition. We are aware that single people under 25 and larger families who are on limited incomes are those that may find meeting their rent and general outgoings more difficult. We are committed to maintaining rents at an affordable level, supporting people to sustain their tenancies and working with Glasgow City Council to allocate properties to those experiencing homelessness. We will also help our tenants to reduce or meet their other housing-related costs through external and internal funding. We know that fuel poverty is a particular issue for many of our tenants and ensuring that all our properties continue to meet EESSH standards will be critical. Our Advice service will continue to play a key role in supporting our tenants.

Rent Benchmarking - Cassiltoun's property sizes range from 1 bedroom to 6-bedroom properties. We also have a 40-bed residential home and supported accommodation. We have benchmarked with other organisations against the most common property types.

	Average Rent 2023/24*			
Landlord	2 Apt £	3Apt £	4 Apt £	5 Apt £
Cassiltoun HA	86.71	90.08	99.28	110.73
Cathcart & District HA	84.56	97.30	109.99	117.97
Craigdale HA	82.18	87.70	96.89	100.56
Govanhill HA	97.36	105.11	120.81	141.76

North View HA	84.18	98.06	108.42	121.40
Scottish Average	87.87	90.29	98.30	108.29

****figures for 2024/25 have not been published on SHR website at time of writing.***

5.3 - ASSET MANAGEMENT INCLUDING TENANT AND RESIDENT SAFETY

The Asset Management Plan, sets out the framework for our approach to managing our assets in order that we achieve our aims and objectives both now and, in the future, and ensuring compliance with the Scottish Housing Regulator's Regulatory Framework. Our investment plans were updated in 2024/2025 to take into consideration our latest stock condition survey..

Our Asset Management strategy identifies how we will manage, maintain and invest in our property assets to ensure that our properties provide attractive, good quality homes for our residents and future customers, at an affordable cost to them and us. We also want to ensure our homes and other property assets are in the right location and are fit for purpose, provide value for money, support growth and diversity and are sustainable into the future.

Various asset management procedures and processes are in place to achieve this, including the following:

- Planned and Cyclical maintenance programmes;
- Reactive maintenance policy and procedures;
- Void procedures;
- Response targets and quality standards;
- Health and safety procedures.

Through our asset management strategy, we contribute to our strategic objectives and we are committed to ensuring the following:

- Recognition of our customer needs;
- Customer satisfaction;
- Quality standards;
- Suitability of purpose;
- Sustainability;
- Financial viability, affordability and value for money;
- Delivering added value through contributing to our community benefits strategy, where possible.

General Principles

- To consult with tenants and residents, keeping them updated on forthcoming programmes of works and to incorporate tenant choice wherever possible as part of the replacement programmes.
- To provide a planned and cyclical maintenance programme and undertake improvement works and an adaptations service in a professional and cost-effective manner.

- To ensure compliance with all relevant legislation and regulations and to maintain the stock in accordance with the landlord responsibilities set out in the tenancy agreements.
- To maintain the Association's properties in a good, lettable standard at all times.
- To undertake, wherever possible, and where funding is available, the incorporation of innovation and improvements as part of our programmes that provide a long-term benefit to our tenants and the environment, especially those which reduce running costs or improve the quality of life for residents.
- To ensure that the works carried out are undertaken effectively and efficiently in compliance with recognised good practice.
- To reduce the amount of ad-hoc major repairs and routine maintenance through a planned maintenance approach.
- To undertake regular stock condition surveys and inspections and maintain updated life cycle costing programmes for all our properties.
- To undertake where necessary, risk management appraisals, value management and cost benefit analysis in respect of identified and planned works.
- To report regularly to the Board of Management, on planned programmes, progress, spend, costs and other relevant issues.

Customer Profiling and Stakeholders - We recognise that there are a number of key stakeholders in relation to our asset management strategy. These include:

- Residents, service users, local stakeholders and the wider community;
- Our Board of Management and staff;
- Funders and lenders;
- The Scottish Housing Regulator and other regulators;
- Partners, such as the local authority, contractors, others RSLs, agencies and community groups;
- Compliance with Standards.

As a registered social landlord, Cassiltoun will comply with the regulatory requirements of the Scottish Housing Regulator (SHR). The Asset Management Strategy has been guided by the SHR recommended practice for Strategic Asset Management (August 2012) and Integrated Asset management guidance (2023) and our approach to Asset management will be further enhanced as we develop our new Housing Management system. Compliance with statutory obligations and health and safety requirements is reflected in our cyclical and planned maintenance programmes and processes.

Health and Safety/Tenant and resident safety – Our Board of Management and Staffing Sub Committee receive reports and discuss our compliance against the Control and Landlord Manuals and we have regular external audits of our compliance.

Planning and performance - Our short to medium term cyclical and planned maintenance programmes are recognised in our 5-year financial plans. Our ongoing planned maintenance

and improvement programmes are included as part of our 30-year business and financial plans. Performance is monitored and regularly reported to senior management, our Board of Management and our customers. The reporting process allows us to control costs and identify any trends which require intervention or can impact on the planning process.

The Scottish Housing Quality Standard (SHQS) was introduced in February 2004 and is the Scottish Government's principal measure of housing quality in Scotland. SHQS Compliance was required by April 2015, with the exception of any abeyance and exemption. We achieved full compliance of all properties by the due date with the exception of allowable exemptions and abeyances. We regularly monitor our properties to ensure continued compliance.

The Energy Efficiency Standard for Social Housing (ESSH) was launched by the Scottish Government in March 2014. The standard sets minimum energy ratings for social housing stock to achieve by 31 December 2020. The standards are based on target minimum energy ratings that vary dependent upon the dwelling type and the fuel type used to heat it. Over the life of this plan we are undergoing a process to ensure every property has an EPC assessment (previously we had relied on figures from a cloning exercise). This means that we can easily identify any anomalies and take any remedial action. i

The recent Stock Condition Survey will also enable us to re-prioritise our schedule of component replacement to take account of our legal duties and responsibilities, our need to smooth the programme to ensure we have sufficient capacity and the anticipated increase in tender prices.

Our actual and planned expenditure for the three years of this plan are as follows:

	24/25	25/26
Planned Maintenance	200K	1.188m
Responsive Repairs including Voids	743K	758K
Cyclical/Estate Maintenance	1.1m	781K
Medical Adaptations	50K	50K

5.4 - COMMUNITY DEVELOPMENT, ENGAGEMENT AND REGENERATION

We are a community-based housing association and we encourage, support and empower local people to control local assets or to design, lead and deliver local projects and activities.

In our vision and strategic objectives, we have set out our desire to help create and support the local community. We recognise that this requires us to be more than a landlord and to use our skills and resources to deliver enhanced social impact. We have a history of delivering successful regeneration projects these include: promoting and supporting community-led action to overcome the isolation and disadvantages experienced by local people; support for older people, families and young people; skills development and employability programmes; tackling social isolation and loneliness; improving health and wellbeing, and social enterprise creation.

Cassiltoun's role in each of these will vary depending on where we feel we can best add value. We will actively seek to work in partnership with others and use social benefit clauses in procurement processes as well as applying for external funding. Our work leading the Community response to lockdown through 'Castlemilk Together' demonstrated our commitment to collaborative working practises and delivering programmes that benefit the whole of the Castlemilk community and not just Cassiltoun tenants.

Our current Community Development Strategy can be found at Appendix 4.

Engagement - Cassiltoun always aims to put customers at the heart of everything it does. This includes providing opportunities to shape services, agree priorities and provide feedback. There are a range of opportunities for tenants and residents to get more involved with the work of Cassiltoun. However, we are always looking to improve how we engage with our tenants and residents to ensure that we are able to capture as wide a range of views as possible. Currently people can:

- Become a **member** of the Association
- Become a **Board member** and govern the organisation.
- Join our **Community Advisory Panel** and look at specific areas of our activity and provide recommendations to the Board.
- .
- Join our **Youth Group** who design activities that respond to the needs of local young people and help us to review documents and give a view from an alternative perspective.
- Attend the **tenants conference**
- Take part in **consultations** and **satisfaction surveys** which give us the information we need to shape new services and improve existing ones.

5.5 GOVERNANCE AND BUSINESS IMPROVEMENTS

Governance - Cassiltoun recognises that strong governance is critical to the operation of our business and our compliance against the Regulatory Framework. We are constantly reviewing how we can improve against best practise in the sector.

We having a rolling review and an action plan against our compliance with the Regulatory Framework and work with staff members and the Board to discuss the evidence we can provide to the Board to ensure high levels of Assurance and whether there are any improvements required in these areas to improve performance.

Succession Planning – As part of Board appraisals we have discussions with regards to succession planning. This year the Association will review its approach to succession

planning and create a more formal policy. Succession Planning is critical to secure the long-term viability of the organisation. As such the issues it will address will include:

- Anticipated growth and change of the Association.
- Key Board Members skills and competencies that need to be retained and expanded.
- Identification of additional skills and competencies that need to be developed/attracted.
- Expected and unexpected Board Member retirements and turnover.
- Personal development and training plans for Board of Management Members.
- Reflecting good governance, the Association's Board of Management will plan for and have a strategy for its own renewal with recruitment being open and focused on creating a diverse, skilled and effective Board of Management

Internal and External Audits - We have created a number of Action Plans that have been generated through internal and external audits of our Business and in response to legislative changes, Board Scrutiny and Assurance. We will continue to work through these and update the Board.

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A copy of our Internal Audit Plan can be found at Appendix 5.

SECTION 6 - BUSINESS PRIORITIES 2023 - 2026

The next three years we will focus on the following areas:

6.1 INVESTMENT IN OUR HOMES

Continuing to deliver our critical services to tenants including our reactive, cyclical and estate maintenance programmes. This includes completing a procurement exercise for our reactive repairs. In 2025/2026 we will recommence our planned investment work in our stock in line with our investment plan. Over the next three years we will have developed a plan in line with Scottish Government requirements to ensure compliance with EESSH2 and/or carbon net zero targets dependant on further guidance from the Scottish Government.

6.2 IMPROVED PERFORMANCE

We were disappointed with the results of our tenant satisfaction survey. Over the next 3 years there will be a renewed focus on improving satisfaction scores in relation to our contractor's performance. We will also work towards improving some of our key business performance indicators, this includes rent arrears and void loss.

6.3 ENSURING STRONG GOVERNANCE AND FINANCIAL CONTROLS

The Association will continue to ensure that it meets the Regulatory Standards. As the Association has recently co-opted new Board members it is vital that they understand their critical role to scrutinise the Association, its operations and compliance. At a time when the Association and its tenants are under financial pressure due to rising inflation it is critical for the Association to retain its strong financial controls and ensure that it is providing value for money for the services and activities that it delivers

6.4 SUPPORTING AND ENGAGING WITH OUR COMMUNITIES

In a period where there is less external funding for our projects we will continue to seek opportunities to work with local and national partners and continue with our role as a community anchor and support our tenants and the wider Castlemilk Community. We will also seek increases opportunities to engage and consult with our tenants.

6.5 INVESTMENT IN AND UPGRADING OUR TECHNOLOGY

We recognised that some of our technology did not enable us to operate efficiently and over the past 2 years have developed a digital transformation plan. Whilst a start was made to improve some areas of the business in 2022/2023; over the 2023/2024 year the majority of that plan will be put into action with new telephony, migration to Office 365, a new Housing/Finance system and a new HR system. New equipment (laptops) will also be purchased to replace outdated hardware and to enable our staff to be more flexible. Our Board will also be migrated over to a digital system over the course of this year and the next.

6.6 ENSURING THE INTEGRITY OF OUR DATA

Cassiltoun recognises that good quality data forms the cornerstone on which all other assurance of compliance against standards is based. We will spend time over the next 12-24 months auditing the information that the Association holds across all areas of the business to ensure that it is relevant and up to date. This is aligned with our digital improvements. Checking the validity of information, we hold about our stock will also improve investment decision.

6.7 UPSKILLING OUR PEOPLE

Over the past 12 months the Association has recruited new staff and new Board members and in the next 12 months new technology will be rolled out. Through training and development, the Association will ensure that our people have the skills to deliver their roles effectively.

6.8 CONTINUING OUR FOCUS ON EQUALITY AND DIVERSITY.

Over the next three years we will progress with our equality and diversity action plan which will ensure that we are more proactive with our approach to creating opportunities for all and ensuring that our Business reflects every sector of society.

6.9 SUCCESSION PLANNING.

It is important that we carry out our staff and Board succession planning to help enable us to prepare for the future.

In 2017, we completed a 5-year staff succession plan to allow the Board to assess the future service, career development and aspirations of the staff team. We had anticipated refreshing the document in 2022/2023 but due to staff changes it did not make business sense. To allow a further period for new staff to get established in their roles and for the digital changes to be implemented we will defer the update of this plan to 2024/2025. We will also complete a review of our Board succession planning, creating a new policy and look ahead and plan for our business needs in relation to the membership of our Board, subsidiaries, sub-committees and office bearers.

6.10 SEEKING EFFICIENCIES AND VALUE FOR MONEY.

We will ensure that we scrutinise our costs, reduce discretionary spend and seek efficiencies where we can. However, this must be balanced with continuing to provide a high-quality service to our tenants and wider community, having the staff in post to deliver essential services and supporting and training staff, ensuring that adequate health and safety measures are in place and continuing to deliver on our major business aspirations. We will review our Value for Money strategy by the end of 2023-2024.

6.11 CONSULTING WITH STAKEHOLDERS.

We have maintained our levels of consultation with many of our external stakeholders including our lenders and strategic partners and some of our tenant groups. We look forward to continuing to work with the Community Advisory Panel and exploring more ways in which we can engage with our tenants on issues that are important to them.

SECTION 7 - STRATEGIC AND OPERATIONAL OBJECTIVES 2025/26

Strategic Objectives	Operational Objective
DELIVERING VALUE FOR MONEY	Meet all objectives set out in the annual KPI's and SMART plans
	Achieve high levels of customer satisfaction (90%) with our Reactive, Cyclical and Environmental contracts
	Develop tenant portal
	Rent review
PROVIDE HIGH QUALITY HOMES AND NEIGHBOURHOODS	Develop EESSH2/Net Zero compliance plan (guidance pending)
	Achieve all statutory requirements for landlord health and safety.
	Complete a Stock Conditions Survey and update Asset Management Plan and investment programme
INVOLVE TENANTS IN SHAPING OUR DECISIONS	Produce a tenant scrutiny report
	Deliver a series of tenant engagement events
	Utilise our community programmes to engage with tenants and residents
ROBUST GOVERNANCE AND COMPLIANCE	Complete Internal Audit programmes and implement recommendations
	Submit 2025 Annual Assurance Statement and meet Regulatory Requirements to achieve a compliant status with the SHR
	Ensure that all Business plans and management agreements across the group are reviewed and approved

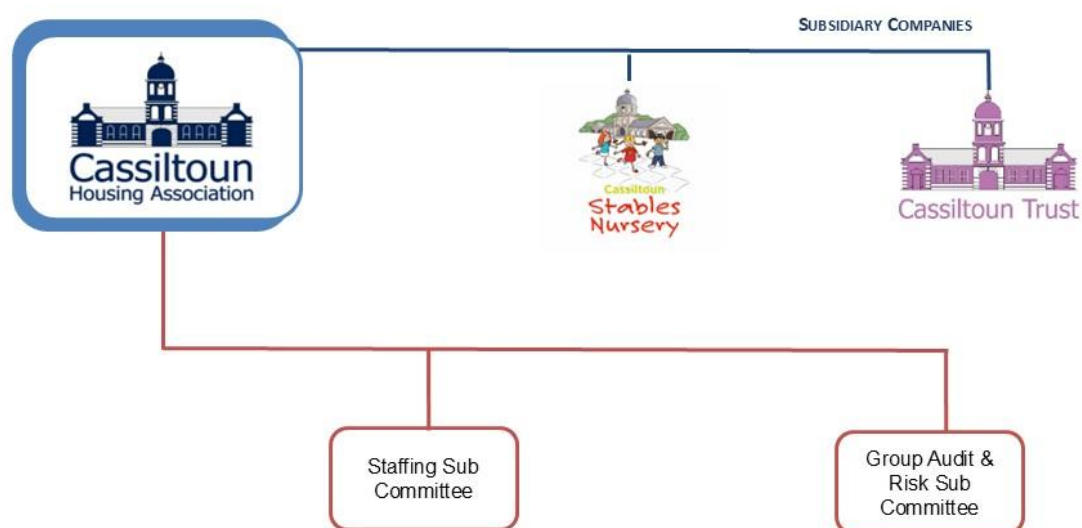
	Gain Cyber Essentials accreditation
	Deliver 2025 Business planning day with Board
SUPPORT OUR PEOPLE ACHIEVE THEIR POTENTIAL	Ensure the Board complete their induction, training plans and annual appraisals
	Ensure staff complete annual appraisals, 6 month reviews, 1-2-1's and implement agreed training plans
ASSIST OUR COMMUNITY TO THRIVE	Deliver outcomes set out by existing funders
	Seek new funding in line with priorities in Community Development plan

SECTION 8 - GOVERNANCE AND STAFF STRUCTURE

8.1 - BOARD STRUCTURE/SUB COMMITTEE STRUCTURE

The Cassiltoun Group is currently made up of:

- Cassiltoun Housing Association
- Cassiltoun Trust
- Cassiltoun Stables Nursery

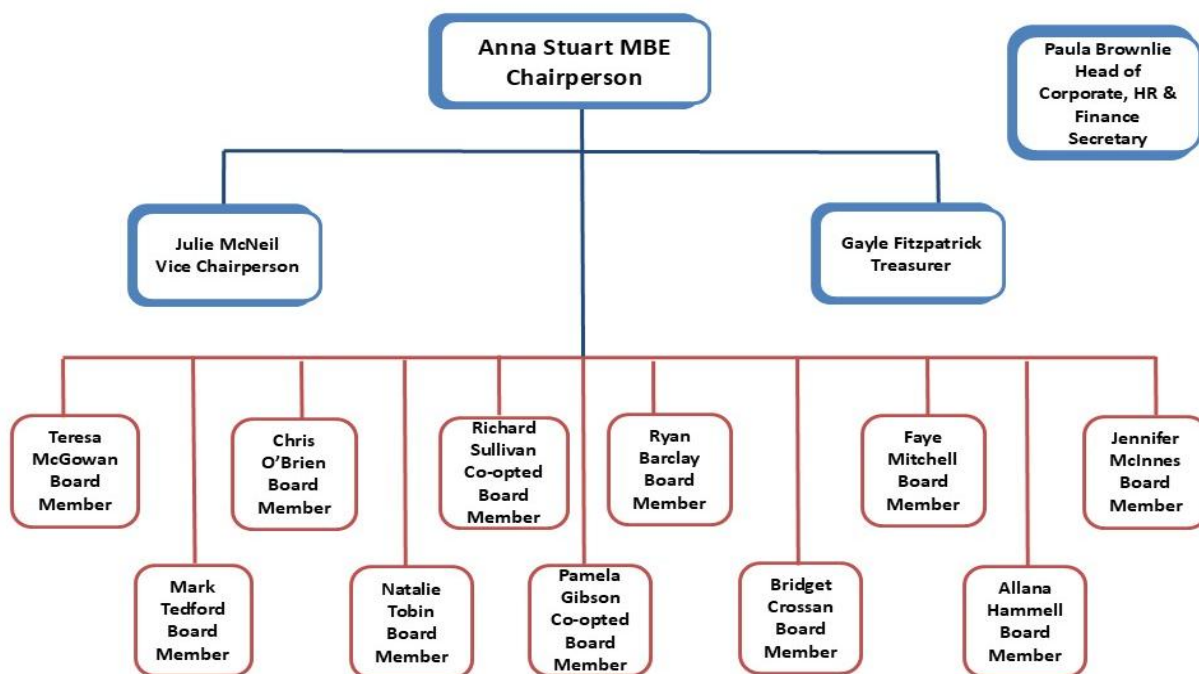


*Cassiltoun Group &
Sub Committee
Structure
2025/26*

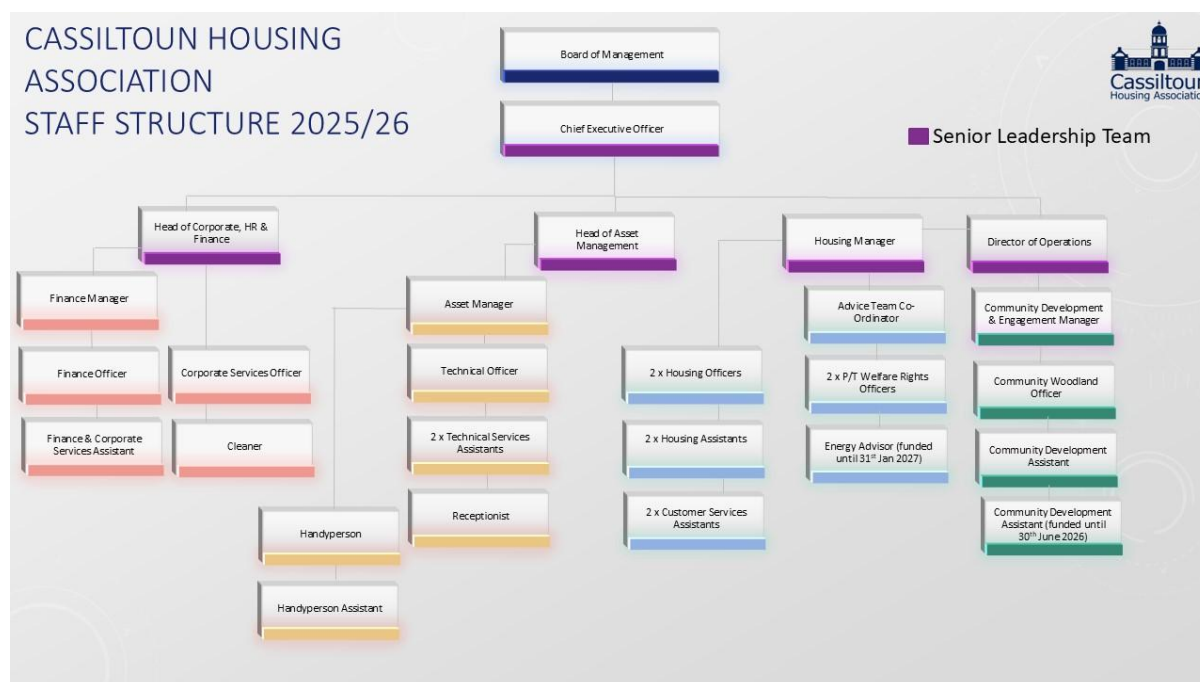
8.2 - BOARD OF MANAGEMENT

We continue to attract Board members with the right mix of skills, knowledge and experience to drive the Association's strategic vision. We conduct annual appraisals and skills audit of all Board members and have successfully implemented an appraisal system for those members who achieve 9 years' service.

Further details of our Board members can be viewed on our website (<https://www.cassiltoun.org.uk/meet-the-board/>)



8.3 - STAFF STRUCTURE



8.4 - STATISTICAL OVERVIEW

Cassiltoun Housing Association currently has 1077 properties for social rent. The Association's stock is made up of many different house sizes which range between one and seven apartment properties.

Size	House	Tenement	4-in a block	total
2 apartment	2	75	36	113
3 apartment	57	611	24	692
4 apartment	34	128	0	162
5+ apartment	104	6	0	110
Total	197	820	60	1077

Our housing stock is based in the East of Castlemilk. The areas covered are detailed below:

Area	Apartment Size	Area	Apartment Size
Ardmaleish Road	3	Croftfoot Street	3 and 4
Ballantay Road	2, 3, 4 and 5	Croftfoot Terrace	2, 3, 4 and 5
Barlia Drive	2, 3, 4, 5 and 7	Elmtree Gardens	2, 3, 4 and 5
Barlia Gardens	2, 3 and 4	Hoddam Avenue	2, 3 and 4
Barlia Grove	2, 3, and 4	Hoddam Terrace	2 and 3
Barlia Street	2 and 3	Lenihall Drive	3 and 5
Barlia Row	2, 3 and 5	Machrie Drive	2, 3, 4, 5 and 6
Barlia Way	3	Machrie Road	2, 3 and 4
Castlemilk Drive	2, 3, 4 and 5	Machrie Street	3 and 4
Cavin Drive	3 and 4	Oaktree Gardens	2, 3, 4, 5 and 6
Cavin Road	3 and 4	Stravanan Road	4
Croftfoot Crescent	3 and 4	Tormusk Drive	3 and 4
Croftfoot Drive	3 and 4	Tormusk Road	2, 3, 4 and 5
Croftfoot Road	3 and 4		

In addition to the properties listed above that are available for social rent we also:

- Own a 40-bed residential unit 'Buchanan Lodge' which is managed by the Talbot Association.

- Own 3 shared ownership properties.
- Factor 145 tenement properties.

SECTION 9 - PEST, SWOT AND RISK

9.1 PEST

This was reviewed by the Staff and Board in business planning sessions in August and November 2024

Political • Housing First (Homelessness) • EESH2 • Climate Change Scotland Act 2009 • Government changes re Health & Safety • Westminster, Scottish and Council Budget • Housing 2040 • Current uncertainty (Ukraine/Russia) • Westminster Government elections/change in Scottish Government • Immigration/refugees and asylum seekers • Political instability • Scottish Government impact on rent setting	Economic • Lack of appropriately skilled labour • Energy costs rising • Rate of Inflation (particularly new build and material costs) • Supply chain • Reduction in public expenditure • Pressure on rent affordability • Cuts to external funding and more competition • Increase in benefit claims and indebtedness due to poverty • Lack of local businesses/shops/transport • Risk of fewer support services/advice services • Zero Omission Targets • Impact of strikes • Rise in interest rates • Fuel/energy costs, cost of living. • Estate management issues due to Council cutbacks • Rise in personal debt (credit cards/loans etc)
Social • Crime /anti-social behaviour/domestic abuse • Barriers to education • Isolation • Increased Mental and physical health problems • Community Integration • Poverty (food/fuel) • Addictions • Reduction in public services • Aging population/social care • Change in demographic profile • Lack of training and employment	Technology • 24/7 access to services • High tech homes • Cybercrime/ IT Security (anti-virus) • Digital disconnection • Management systems shift to cloud • Confidence/lack of confidence with new technologies • Electrical car provisions • Renewable Energy • Cost of IT • Use of AI and Use of IOT

• Increased homelessness • Digital inequalities • Engagement with green space • Equality, Diversity and Inclusiveness • 20 minute neighbourhoods • Lack of access to health services • • Community engagement challenges	
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9.2 SWOT

This was reviewed and agreed by the Staff and Board in business planning sessions in August and November 2024

Strengths • Financially Stable at present • Good levels of customer engagement digitally and in person • Committed staff & younger staff succession planning • Good T & C's • IIP Gold • Skilled Board members/increase of new board members. • Partnership working • Volunteer development ethos & network • Reputation • Strong focus on Community Development and Engagement/community involvement • Adaptable and ambitious, flexible • Good attitude to risk • Excellent Governance • Excellent financial controls • Leadership, new staff structure and home working flexibility • Business Continuity • Community Advisory Panel • Diverse stock • Positive feedback from all auditors • Paper free finance team • Anchor in the community • Software/Digital transformation • Repairs satisfaction	Weaknesses • Lack of space in Stables for community activities/meetings/appointments/focus time/staff (funded) • Heating – lack of • Lack of feedback from some of our tenants • Website some areas are not up to date • Do not promote all our good news stories in the press • • Estate management including publicly owned areas
Opportunities	Threats • Increased demand customer expectations

• Develop active Tenant participation and increased feedback – tenant conference • Social Media Strategy • Showcase successful projects • Climate Net Zero funding – still funding available • Configuring Homemaster to maximise debt recovery • Developing expertise and knowledge of staff/board • Developing expertise of tenants • Website – mobile compatible • Better use of technology to capture data • Access to funding • Paper free organisation • Lighting funding for the pond • Improve stock (specific to medical/elderly) • Wellbeing working group • Community advisory panel/youth group • How do we engage with hard to reach residents. • Incentives to manage under/over crowding • Tenants cannot log in and manage account in real time – Tenant portal • Widening the pool of contractors ie Scotland Excel	• • Health and wellbeing of tenants - poverty • Fraud/phishing/hacking • Climate change • Legislative and Regulatory changes • Council cut backs and reductions in services • GDPR/FOI Breaches • inflation and interest rates • Lack of resources – labour and materials • Change to courts (Sheriffs) • Our partners restrictions • Contractor failure • Levels of investment required to meet (as yet determined) Government targets •
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9.3 - RISK MANAGEMENT

Effective risk management is a core ingredient in any successful business. Managing the risks to our organisation reduces the chance of us having to deal with the unexpected and ensures proactive management rather than reactive crisis management. We have therefore adopted a comprehensive approach to risk management to ensure that we:

- are more flexible and responsive to new internal and external demands;
- are able to make informed decisions;
- can provide assurance to the Board, the Audit & Risk Committee and the management team;
- reduce incidents and control failures;
- integrate risk management into the culture of the organisation;
- raise awareness of the need for risk management;
- encourage a positive approach to risk management;
- support improved decision making, innovation and performance through a good understanding of risks and their likely impact;

- manage risk in accordance with good practice.

AUDIT & RISK COMMITTEE - The Board is responsible for overseeing risk management in the organisation. In 2019 we extended the remit of the Audit Committee to include overseeing our approach to Risk Management and it is charged with monitoring the management of high-level risks, reviewing the risk appetite and ensuring proper controls are in place.

RISK REGISTER - We maintain a detailed and up-to-date register of significant risks where we set out their causes and potential impact, assign a named person to be responsible for their management, the controls we have in place together with a scoring system to help us to understand their seriousness. We use this proactively to identify, assess, control, monitor and review the risks to our organisation.

Our current Risk Register in in Appendix 3

SECTION 10 - OUR FINANCES

10.1 OVERVIEW

The 30 Year Financial Plan is a long-term projection for the Association based on cash, both inflows and outflows, which helps to identify funding gaps and demonstrate long term financial viability and any pressure points. It is also a requirement of Barclays and CAF Bank plus the Scottish Housing Regulator to have this in place and approved by the Board annually. The first 5 years of the existing approved plan is uploaded electronically to the Scottish Housing Regulator's Portal but then adjusted to take the budget into account along with any known changes.

The 30 Year Financial Plan can be found in Appendix 6.

10.2 FINANCIAL MODELLING AND ASSUMPTIONS

Cassiltoun's 30-year financial plan is independently reviewed and updated annually.

Financial assumptions are re-assessed during the year if there are significant changes to the business or external economic factors which affect the business.

10.3 PROJECTIONS

To be updated after the Board meeting

Based on the May 2023 30 year financial plan our financial projections are as follows:

- Projected 30 year cash balance of £20.5 million
- In year 2028/29 our calculated net assets are £12.4

10.4 LOAN COVENANTS

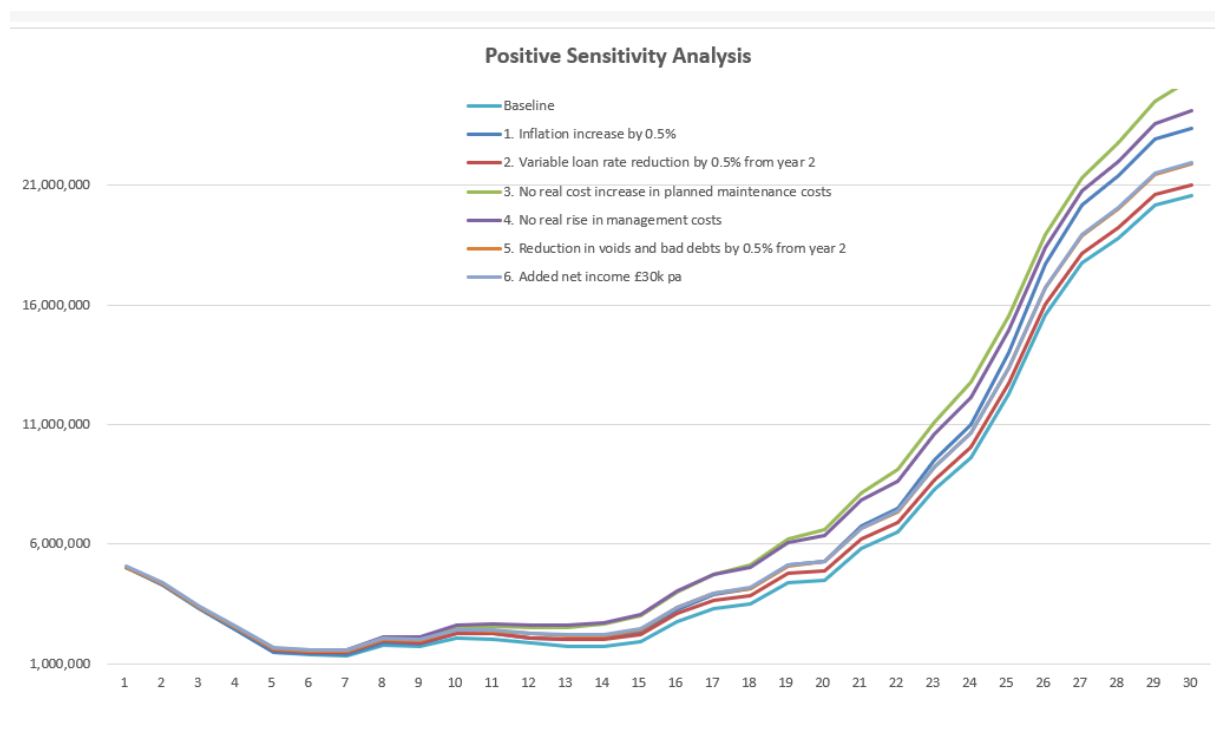
These are presented quarterly to the lenders on the basis of Income & Expenditure results but with depreciation excluded, amortized HAG removed from income and capitalised major

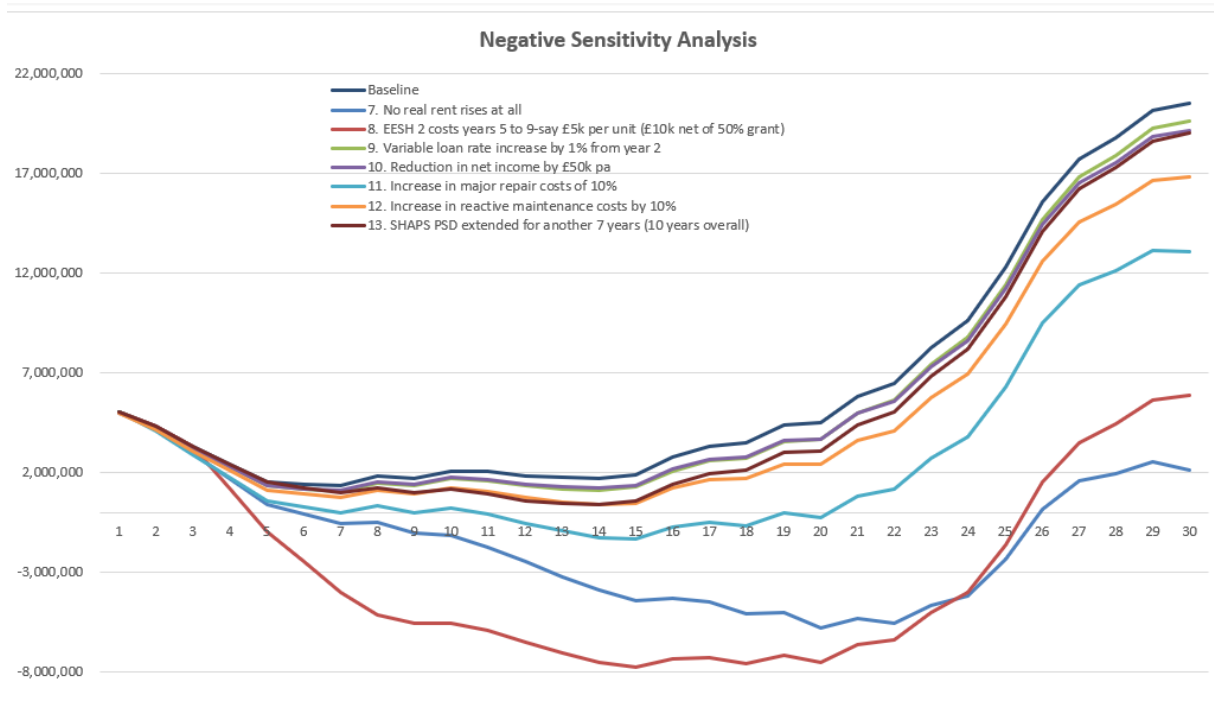
repairs spending included. This therefore reflects close to a cash position and maintaining accounting treatment neutrality which brings the quarterly covenants into line with the business plan cash projections.

10.5 SENSITIVITY ANALYSIS

To be updated after the Board meeting

The model is stress tested for both positive and negative scenarios with the outcomes as follows:





It can be seen that the Association would suffer the biggest financial impact of needing to invest £5,000 per unit for EESH2 costs. This is based on a 'worst case' scenario and we do not anticipate that the stock will need this level of investment. The Association is mitigating this risk by undertaking further EPC surveys of its stock to further ascertain the level of investment that may be required and plan accordingly.

SECTION 11 - VALUE FOR MONEY AND BENCHMARKING

11.1 - VALUE FOR MONEY

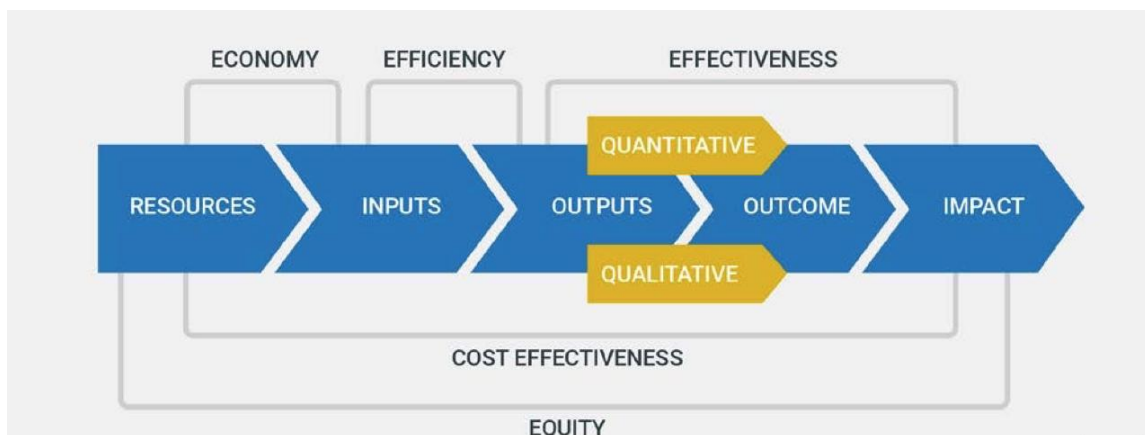
Cassiltoun already believe that Value for Money is embedded into our business operations. At Cassiltoun we focus on the 4 E's:

Economy: refers to the costs of the inputs needed for the project e.g. unit costs of staff, materials or equipment.

Efficiency: refers to the cost of achieving each output e.g. what output you get for the input you put in. We want to maximise the given output for a given input.

Effectiveness: refers to whether the project's outputs will translate into the project's outcomes and at what cost.

Equity: refers to whether the project is addressing social or economic disparity. It is a cross-cutting principle to consider throughout a VFM analysis.



Cassiltoun currently defines Value for Money as: -

- Delivering maximum value while minimising cost.
- Providing high quality services that meet the needs and expectations of our Tenants/Customers as efficiently and cost effectively as possible.
- Making the best use of available or limited resources.
- Ensure transparent and well understood costs, detailing the quality and level of service provided.

The Scottish Housing Regulator published its 4th Year Report from its National Panel of Tenants and Service Users; this theme considered views on what value for money means for users of social landlord services. It included a range of factors that contribute to value for money judgements and to what extent service users see these factors as potentially justifying higher rents.

Feedback suggests that value for money judgements are influenced by a broad range of factors. The main driver of views on value for money appear to be:

- Rent Levels and Affordability
- Comparability of Rents
- Quality of Services such as Repairs/Maintenance
- Capital Investment in Homes
- The Size of Annual Rent Increases.

The goals of our strategy are to improve our performance on costs and our outcomes compared to other associations of our size and complexity and to ensure that we are making the best possible use of our assets to meet our objectives.

11.2 - SECTOR BENCHMARKING

	Tenant Satisfaction 23/24*
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Landlord	Self-Contained Units	Overall service provided %	Landlord good at keeping them informed %	Satisfied with opportunities to participate %
Cassiltoun	1075	83.7	94.8	97.4
Ardenglen HA	982	94.2	98.2	99.8
Prospect HA	882	88.8	96.3	96.1
Osprey HA	1783	91.7	91.2	84.9
Linthouse HA	1282	85.4	95	98.2

	Quality & Maintenance of Homes 2023/24*			
Landlord	Homes that meet (SQHS) Standard (%)	Time taken to complete emergency repairs (hours)	Time taken to complete non-emergency repairs (days)	Reactive repairs Right First Time (%)
Cassiltoun	98.3	2.6	6.5	91.6
Ardenglen HA	99.8	2.4	6.1	91.9
Prospect HA	99.9	2.2	3.9	96.6
Osprey HA	98	2.3	6.2	98.6
Linthouse HA	70.3	2.7	6.1	85.2

	Value for Money 2023/24*			
Landlord	Self-Contained Units	Total Rent Collected (%)	Rent Collected – Empty homes (%)	Time to re-let homes (days)
Cassiltoun	1075	98	0.8	38.0
Ardenglen HA	982	100.3	0.4	16.0
Prospect HA	882	99.8	0.3	34.9
Osprey HA	1783	100.4	0.4	26.2
Linthouse HA	1282	93.8	0.4	23.3

****figures for 2023/24 have not yet been published on the SHR website at the time of writing***

SECTION 12 - MONITORING AUDIT & REVIEW

We will review and update this business plan every year as part of our annual business planning cycle. Although this is primarily an internal process, we are keen to widen the scope to include our new Tenants Scrutiny Panel and other key stakeholders.

12.1 - PERFORMANCE MANAGEMENT

There will be an annual review of which Key Performance Indicators (KPIs) will be reported to the Board as part of the monitoring and review process, to ensure that a limited number of appropriate indicators are identified which will demonstrate whether or not strategic objectives are being successfully progressed and met.

Staff will continue to be fully engaged with management in drawing up annual delivery plans to move forward the strategic objectives and key priorities identified within the business plan. Following Board approval of the business plan for the year ahead, the staff appraisal process will be used to cascade delivery plans and targets down to individual staff members. On-going

one-to-one meetings, including a 6-month review of individual tasks and targets, will maintain the focus throughout the year.

The Board will receive a review of progress with the business plan which will include:

- Delivery plan tasks programmed for completion
- KPI targets – position at each quarter end
- Management accounts, including financial KPIs and loan covenant compliance
- Review of key risks affecting successful delivery of the business plan

SECTION 13 - APPENDICES

- Appendix 1 – Cassiltoun Trust Business Plan
- Appendix 2 – Cassiltoun Stables Nursery Business Plan
- Appendix 3 – Risk Register
- Appendix 4 – Community Development Strategy
- Appendix 5 – Internal Audit Plan
- Appendix 6 – 30 Year Financial Plans