

## Board meeting

Agenda for a private meeting of the Board to be held on 11<sup>th</sup> February 2020 at 5:30pm

Viewpoint Housing Association Ltd.  
4 South Oswald Road  
Edinburgh EH9 2HG

## Board members

Mr I Thompson (Chair)

Mr T Roehricht (Vice Chair)

Mr C Jardine

Ms K Kennedy

Mrs C Lumsden

Mr D McIntosh

Ms P Russell

Mrs J Simpson

## Attending

Jean Gray, Chief Executive Officer

Howard Vaughan, Director of Finance and Assets

Helen McMorrان, Director of Business Support

Mr John Muir, prospective board member

Ann Wood, Director of Care

Esther Wilson, Director of People and Place

Tom Mitchell, CGPM Consulting LLP

## Apologies received

## Agenda

Item	Subject	Lead	Paper	Estimated Timing (min)
0	Welcome to Board Meeting Declarations and conflicts of interest not in the Register	Chair		
	<b>Board and Administrative Matters</b>			
1	Minutes of previous meeting, actions and matters arising <ul style="list-style-type: none"> <li>Minute of Meeting 10 December 2019</li> <li>Outstanding Actions Log</li> </ul>	Chair		
2	Minutes of Sub-Committees of the Board <ul style="list-style-type: none"> <li>RAC Meeting 28/01/2020 – verbal update</li> </ul>	Chair of RAC		
	<b>Strategic Matters</b>			
3	Governance Working Group & GAP Update <ul style="list-style-type: none"> <li>Risk Appetite – Board</li> <li>Standing Orders</li> </ul>	JS/CEO TM TM		
4	Organisational Change <ul style="list-style-type: none"> <li>Programme Board Update</li> <li>Verbal Progress Update</li> </ul>	CL/PR CEO		
5	Strategic Plan 2020 - 21 <ul style="list-style-type: none"> <li>Internal Management Plan (IMP) &amp; Outcomes (verbal)</li> </ul>	CEO DBS		
	<b>Matters for Decision</b>			
6	Co-option of New Board Member	Chair		
7	Proposed Final Budget for 2020 - 21 <ol style="list-style-type: none"> <li>Rent Consultation Outcome Report</li> <li>Asset Management Capital Expenditure Budget 2020-21</li> </ol>	DPP DFA		

Item	Subject	Lead	Paper	Estimated Timing (min)
	c. Proposed Salary Increase / Review	CEO		
	d. Final Budget 2020 - 21	DFA		
8	Request for Additional Temporary Resource (Domestic Supervisor)	DPP		
9	December 2019 Management Accounts <ul style="list-style-type: none"> <li>• Q3 – Re-forecast</li> </ul>	DFA		
10	Professional Advisers Update	DFA		
11	Governance Report	DBS		
12	New and Revised Policies <ul style="list-style-type: none"> <li>• Social Media Policy</li> <li>• Landlord Health and Safety Compliance</li> </ul>	DBS		
13	Marian House Inspection Report	DFA		
14	Performance Report	DOC		
15	Any other competent business: <ul style="list-style-type: none"> <li>• If possible, please advise the Chair at the start of the meeting.</li> </ul>	Executive		
16	<b>Date of Next Meeting</b>	Chair		
	Tuesday, 10 March 2020, 5.30pm – HQ Board Room			
	Timings shown are approximate. The target closing time for this meeting is 7:30pm.			