

Board Meeting

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

Agenda for a private meeting of the Board to be held on 9th November 2021 at 5:30pm (Timings shown are approximate. Expected finish is 7:30pm)
venue tbc

Board members

Mr I Thompson (Chair)	Mr T Roehricht (Vice-Chair)	Mr D McIntosh
Mr J Muir	Ms K Kennedy	Ms P Russell
Mr J Clyne	Ms C Lumsden	Mr C Jardine

Attending

Jean Gray, Chief Executive Officer	Helen McMorran, Director Business Support
Ann Wood, Director of Care	Esther Wilson, Director Housing and Support
Howard Vaughan, Director of Finance	Bianca Culbert, Corporate Support Administrator (Minute)

Apologies

Agenda

Item	Subject	Lead	Paper	Estimated Timing (min)
0	Welcome to Board Meeting / Introductions Declarations/Conflicts of interest	Chair	N	
Board and Administrative Matters				
1	Minutes of previous meeting and matters arising <ul style="list-style-type: none"> Minutes of Board Meeting 21 September 2021 Minutes of Board Meeting 14 October 2021 (Private) Outstanding Actions Log RAC Meeting (verbal update) Ops Meetings (verbal update) 	Chair	Y	10
		N	N	5
		N	N	5
Strategic Matters – Decision				
2	Indigo House Validation Update / Operational Governance Action Plan / Annual Assurance Statement	CJ/CEO	N	15
(Item 3 - Private)				
3a	Proposed Rent and Service Charge Consultation (to follow)	DHS	Y	60
3b	Care Home Staffing & Fees	DC	Y	
3c	Care @Home	DHS	Y	
3d	Catering Service	DHS	Y	
3e	Pay and Benefits Review (to follow)	CEO	Y	
3f	Finance – Management Accounts 6 months to 30 th September / Reforecast to 31 st March 2022 / Draft Budget 2022/23	DF	Y	
Matters for Discussion, Noting & Approval				
4	Governance Report	DBS	Y	5
5	Policies <ul style="list-style-type: none"> Standing Orders Board Members Policies Pack 	DBS/DF	Y	15

- Treasury Management
- Records Management
- Freedom of Information and Environmental Information

6	Write-Off Report	DHS	Y	5
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AOCB: Please advise the Chair at the start of the meeting

Date of Next Meeting - 7 December 2021 @ 5:30pm at TBC