

## Board Meeting

Paper 00, 15 March 2022

Agenda for a private meeting of the Board to be held on 15 March 2022 at 5:30pm at Viewpoint Head Office (Timings shown are approximate. Expected finish is 7:30pm)

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

### Board members

Mr I Thompson  
Mr T Roehricht  
Mr J Clyne

Ms K Kennedy  
Ms C Lumsden  
Ms C Jardine

Mr D McIntosh  
Ms P Russell

### Proposed Board Member

Mr Lee Parry

### Attending

Jean Gray, Chief Executive Officer (CEO)  
Mary Burns, Head of Care (HC)  
Howard Vaughan, Director Finance (DF)  
Tom Hainey, Director of Assets(DA)

Esther Wilson, Director Housing & Support (DHS)  
John Bain, Director Business Support (DBS)  
Bianca Culbert, Corporate Administrator (minute)

### Apologies

Mr J Muir (leave of absence)  
Ann Wood, Director of Care (DC)

## Agenda

Item	Subject	Lead	Paper	Estimated Timing (min)
0	Welcome to Board Meeting / Introductions Declarations/Conflicts of interest	Chair	N	
	<b>Board and Administrative Matters</b>	Chair	Y	10
1	Minutes of previous meeting and matters arising <ul style="list-style-type: none"> <li>· Minutes of Board Meeting 8 February 2022</li> <li>· Private Minute 8 February 2022</li> <li>· Private Minute of Written Resolution 22 February 2022</li> <li>· Outstanding Actions Log</li> <li>· Operations Committee Meeting (verbal update)</li> </ul>	CL	N	10
2	Co-option of new Board Member	DBS	Y	5
	<b>Strategic Matters - Decision</b>			
3	Business Plan 2022 - 2025	CEO	Y	15
4	Management Accounts to 31 January 2022  Final Budget 2022/23 – Feedback from Financial Resilience SLWG	DF	Y	15
	<b>Matters for Discussion, Noting &amp; Approval</b>			
5	CEO Update Report	CEO	Y	10

6	Away Date Actions Update/ Internal Management Plan (Q3)	CEO/DBS	Y	10
7	Q3 Performance Report	Exec	Y	10
8	Governance Report	DBS	Y	10
9	Write-off Report	DHS	Y	5
10	Policies for approval			
	• Medication Policy ( @ Home)	DHS	Y	5
	• Compensation Policy	DF	Y	5
	• Entitlements Payments & Benefits Policy	DBS	Y	5
	• Standing Orders	DBS	Y	5

11

AOCB: Please advise the Chair at the start of the meeting

Chair

**Date of Next Board Meeting - 24 May 2022 @ 5.30pm  
@ Head Office**