

**BOARD MEETING**

Agenda for a meeting of Viewpoint Board to be held on Wednesday 29 May 2024 at 4.00pm in Head Office Board Room.  
 (Timings are approximate. The target closing time for meeting is 6.00pm)

**Board Members**

Iain Thompson (IT)	Tom Roehricht (TR)
Stuart Robertson (SR)	Jack Clyne (JC)
Pam Russell (PR)	Lee Parry (LP)
Jennifer Brown (JB)	

**Attending**

Jean Gray, Chief Executive (CEO)  
 Esther Wilson, Director of Housing & Care (DHC)  
 Tom Hainey, Director of Assets (DA)  
 Karen Thomson, HR Manager (HRM)  
 Megan Macdonald, Governance and Compliance Officer (GCO) (minute taker)

**Apologies**

Howard Vaughan, Director of Finance & Business Support (DFBS)  
 Lesley Anderson (LA)  
 David McIntosh (DM)

**Agenda**

Item	Subject	Lead	Paper	Est Time (mins)
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1	Welcome to Board Meeting	Chair	N	5
	a. Apologies			
	b. Declarations / Conflicts of Interest			

**Board and Administrative Matters**

2	Minutes of Previous Meeting and Matters Arising	Chair	Y	5
	a. Minutes of previous meeting held on 20 March 2024		Y	
	b. Outstanding Actions		Y	

c. FRAC Update (verbal)	TR	N	10
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**Strategic Matters for Board Decisions**

3 Finance Papers

a. Draft Management Accounts to 31 March 2024	CEO	Y	10
b. Draft Five Year Financial Plan for submission to SHR	CEO	Y	10

**Matters for Discussion, Noting and Approval**

4	ARC Return 2023/24 (presentation)	CEO	Y	15
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5	Internal Management Plan - Q4	CEO	Y	10
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6 Performance Report

a. Q4				
b. Key Performance Indicators 2024-25	CEO	Y	15	

7	CEO Update Report	CEO	Y	5
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8	Governance Report	CEO	Y	5
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9 Policies for Review

a. People Strategy		HRM	Y	10
b. ICT System Security Policy		CEO	Y	5

10	Committee Terms of Reference	CEO	Y	5
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11	<b>A O C B</b>	Chair	N	10
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Please advise Chair of items prior to start of formal meeting.

12 **Date of Next Meeting**

The next meeting is scheduled for Wednesday 19 June 2024 at 4pm