



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

Board Meeting

Paper 00, 21 August 2024

Agenda for a private meeting of the Board to be held on 21 August 2024 at 4.00pm at Viewpoint Head Office. (Pre-Board coffee/tea 3.30pm)

The meeting is scheduled to close at 6.00pm (Timings shown are approximate)

Board Members

Mr I Thompson (Chair)
Mr T Roehricht (Vice Chair)
Mr J Clyne
Mr S Robertson

Ms L Anderson
Ms P Russell
Mr L Parry
Ms J Brown

Mr D McIntosh

Attending

Jean Gray, Chief Executive (CEO)
Howard Vaughan, Director of Finance & Business Support (DFBS)
Tom Hainey, Director of Assets (DA)
Esther Wilson, Director of Housing & Care (DHC)
David Aitken, Head of Finance (HF)
Megan Macdonald, Governance & Compliance Officer (minute taker)

Apologies

Agenda

Item	Subject	Lead	Paper	Est. Time
1.	Welcome to Board Meeting / Introductions/ Declarations/Conflict of Interest	Chair	N	5
Board & Administrative Matters				
2.	Minutes of previous meeting and matters arising:			
	a. Minutes of Board meeting 19 June 2024	Chair	Y	5
	b. Outstanding Actions Log	Chair	Y	5
	c. FRAC Update (verbal)	TR	N	10

Strategic Matters – Decision

3. Finance Papers	DFBS/HF	Y	25
a. Draft Statutory Accounts to 31 March 2024			
b. Draft Audit Summary Report			
c. Draft Letter of Representation			
d. Management Accounts to 30 June 2024			
e. Q1 Reforecast 2024/25			

Matters for Discussion, Noting & Approval

4. CEO Update Report	CEO	Y	5
5. Internal Management Plan 2024-25 Q1	DFBS	Y	10
6. Risk Appetite Presentation	DFBS	N	25
7. Performance Report 2024-25 Q1	DFBS	Y	10
8. Governance Report	CEO	Y	5
9. Write-off Report	DHC	Y	10
10. AOCB			5

Please advise Chair of prior to start of formal meeting

Date of Next Meeting – 9 October 2024 @ 3.00pm following AGM (venue to be confirmed)