



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

Board Meeting

Paper 00, 18 December 2024

Agenda for a private meeting of the Board to be held on 13 November 2024 at 4.00pm at Viewpoint Head Office. Coffee & Mince Pies available at 3.00pm

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

Board Members

Mr T Roehricht (Chair)
Mr D McIntosh (Vice Chair)
Mr L Parry (LP)

Ms L Anderson (LA)
Ms P Russell (PR)
Mr S Robertson (SR)

New Committee Member (pending co-option)

Mr Martyn Kerr

Attending

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

Apologies

Mr J Clyne (JC)

Agenda

Siobhan Archibald of WBG will be providing a governance training session, “*The Role of a Board Member*” for the first hour of the meeting.

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 13 November 2024	Chair	Y	5
b. Outstanding Actions Log	Chair	Y	5
3. Governance Report	DFBS	Y	5
a. Co-option of Board member	DFBS	Y	5

Strategic Matters – Decision

4. Finance Papers			
a. Management Accounts to 31 October 2024	HF	Y	10

Matters for Discussion, Noting & Approval

5. CEO Update Report	CEO	Y	5
6. Internal Management Plan – Q2	DFBS	Y	10
7. Write-off/Write-back Report	CEO	Y	5
8. AOCB			
Please advise Chair prior to start of formal meeting	Chair		5

Date of Next Meeting – 14 January 2025 @ 2pm (Stock Condition Survey & Net Zero Roadmap) followed by 19 February 2025 @ 4.00pm