

Board Meeting

17 December 2025

Agenda for a private meeting of the Board to be held on 19 November 2025 the formal business will commence at 9.30am at Viewpoint Head Office.

Coffee/tea available from 9am (Timings shown are approximate)

Board Members

Mr D McIntosh (Chair)
Mr J Clyne
Mr L Parry
Mr R Whitehouse

Ms P Russell
Mr M Kerr
Ms Y Preen
Mr M Dalziel

Mr S Robertson
Mr A Sheridan
Ms M Hogan-Smith
Ms L Peaty

Attending

Jean Gray, Chief Executive (CEO)
David Aitken, Director of Finance (DF)
Tom Hainey, Strategic Development Director (SDD)
Simon Haile, Director of Assets (DA)
Sue Shone, Director of Housing and Care (DHC)
Karen Thomson, HRM (KT)
Dave Lyons, IT Consultant (DL)
Megan Macdonald, Governance and Compliance Officer (GCO) (minute taker)

Apologies

Agenda

Item	Subject	Lead	Paper	Est. Time
1.	Welcome to Board Meeting and Introductions a) Apologies b) Declarations/Conflict of Interest	Chair	N	
Board & Administrative Matters				
2.	Minutes of previous meeting and matters arising: a) Minutes of Board meeting 19 November 2025 b) Outstanding Actions Log	Chair	Y	10

Strategic Matters - Decision

3. CEO Update Report	CEO	Y	15
4. Finance Papers			
a) Management Accounts to 31 October 2025	DF	Y	10
5. Craiglea - Removal of Factoring Service	DHC	Y	15
6. Strategic Objectives Q2 Update	CEO	Y	15

Matters for Discussion, Noting & Approval

7. Governance Report	DF	N	5
8. Policies	HRM	Y	10
a) Succession Plan			
b) CEO recruitment/Board checklist			
9. AOCB	Chair	N	

(please advise Chair of any other business prior to start of formal meeting)

10. Date of Next Meeting - **18 February 2026 @ 4.00pm.**