

## **CASTLEHILL HOUSING ASSOCIATION**

### **MANAGEMENT COMMITTEE**

Members of the Management Committee are invited to attend a meeting **at 11am on Monday 16 December 2019** at 7 Waverley Place, Aberdeen (ground floor).

**Minutes of this meeting are available on request.**

David Lappin  
**Chief Executive**

DL\LN9.12.19

### **AGENDA**

- 1 Apologies for absence
- 2 Declaration of interests
- 3 Minutes of the meeting of 28 October 2019 **(enclosed for approval)**
- 4 Matters arising from the minutes
- 5 Minutes of sub-committee meetings:
  - 5.1 Housing & Property Services sub-committee of 28 October 2019 **(verbal report at last meeting, minutes now enclosed – for approval)**
  - 5.2 Finance & Development sub-committee of 25 November 2019 **(enclosed for approval)**
  - 5.3 Corporate Services sub-committee of 25 November 2019 **(enclosed for approval)**
  - 5.4 Audit & Risk sub-committee of 16 December 2019 **(verbal report)**
- 6 Solutions Board of 28 October 2019 **(verbal report at last meeting, minutes now enclosed)**
- 7 Trust Board of 6 November 2019 **(enclosed)**
- 8 Care & Repair Report **(enclosed)**
- 9 Key Project Report **(enclosed)**
- 10 Rent Review Consultation 2020/21 **(enclosed)**
- 11 Management Committee Recruitment Policy **(enclosed for approval)**
- 12 Data Protection Policy **(enclosed for approval)**

13 Standing items

- Report on Use of the Seal & Signing of Legal Documents (**nothing new to report since last meeting**)
- Notifiable events (**verbal**)
- Health & Safety (**verbal**)
- Freedom of Information (**verbal**)

14 Proposed dates of meetings for 2020 (**enclosed for approval**)

15 AOCB

16 Date of the next meeting – 2pm on 24 February 2020