



MANAGEMENT COMMITTEE

Members of the Management Committee are invited to attend a meeting **on Monday 30th May 2022 at 2pm** via Microsoft Teams or in person at 7 Waverley Place.

If you wish to attend in person please confirm to Wendy O'Neill by Thursday 26th May.

David Lappin
Chief Executive

<i>E-mail:</i> david.lappin@castlehillha.co.uk	Tel: 01224 628111 (direct)
<i>or</i>	
<i>E-mail:</i> wendy.oneill@castlehillha.co.uk	Tel: 01224 628106 (direct)

DL/JR/23.05.22

AGENDA

- 1 Apologies for absence
- 2 Declarations of interest
- 3 Minutes of the meeting of 2 March 2022 (**enclosed – for approval**)
- 4 Matters arising from the minutes
- 5 Departmental updates
 - 5.1 Q4 Housing Report
 - 5.2 Q4 Property Report
 - 5.3 Q4 Development & Asset Management Report
 - 5.4 Q4 C&R Report

Items for approval/action

- 6 Annual Return on the Charter (**enclosed**)
- 7 Approach to Self-assurance and outstanding actions (**enclosed**)
- 8 Confidential Report (**as previously distributed**)
- 9 IT procurement (**verbal update**)
- 10 Policies for approval
 - 10.1 Business Continuity Plan & Emergency Response Plan (**enclosed**)
 - 10.2 Landlords H&S Policy Statement (**enclosed**)

Items for note

- 12 Minutes of subsidiary and sub-committee meetings
 - 12.1 Finance, Audit & Risk sub committee of 28 February 2022 (**verbal report at last meeting, minutes now enclosed**)
 - 12.2 Finance, Audit & Risk sub committee of 23 May 2022 (**verbal report/to follow**)
 - 12.3 Solutions Board of 2 March 2022 (**verbal report at last meeting, minutes now enclosed**)
 - 12.4 Solutions Board of 23 May 2022 (**verbal report/to follow**)
 - 12.5 Castlehill Housing Trust minutes of 11 May 2022 (**enclosed**)

- 13 Standing Items
 - 13.1 Report on Use of the Seal & Signing of Legal Documents (**enclosed**)
 - 13.2 Notifiable Events (**verbal**)
 - 13.3 Health & Safety (**verbal**)
 - 13.4 Complaints report – 31 March 2022 (**enclosed**)
 - 13.5 Freedom of Information (**verbal**)
 - 13.6 Corporate scorecard (**enclosed**)

- 14 AOCB
 - 14.1 Approval to Lease
 - 14.2 Regulator engagement plan 22-23 (**Verbal**)
 - 14.3 C&R and Finance joint post – extension to contract (**Verbal**)

- 15 Date of the next meeting – 29 August 2022