

## MANAGEMENT COMMITTEE

Members of the Management Committee are invited to attend a meeting **on Monday 12 December 2022 at 11am** via Microsoft Teams or in person at 7 Waverley Place.

David Lappin  
Chief Executive

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

DL/JR

## AGENDA

- 1 Apologies for absence
- 2 Declarations of interest
- 3 Minutes of the meeting of 24 October 2022 **(enclosed – for approval)**
- 4 Matters arising from the minutes
- 5 Departmental updates
  - 5.1 Q2 Housing Report **(enclosed)**
  - 5.2 Q2 Property Report **(enclosed)**
  - 5.3 Q2 C&R Report **(enclosed)**

### Items for approval/action

- 6 Budget Reforecast **(enclosed)**
- 7 Outcome rent consultation/ agree rent increase **(enclosed)**
- 8 Draft Strategic Plan **(enclosed)**
- 9 Policies for approval
  - 9.1 Authorised Signatures and Use of the Seal **(enclosed)**
  - 9.2 Recruitment & Selection Policy **(enclosed)**
  - 9.3 Tenant Participation Strategy **(enclosed)**

### Items for note

- 10 Report on outcomes of MC appraisal process & updated skills matrix **(to follow)**
- 11 Minutes of subsidiary and sub-committee meetings
  - 11.1 Finance, Audit & Risk sub committee of 21 November 2022 **(enclosed)**
  - 11.2 Solutions Board of 21 November 2022 **(enclosed)**
  - 11.3 Castlehill Housing Trust minutes of 9 November 2022 **(enclosed)**
  - 11.4 Corporate Services of 24 October 2022 **(enclosed)**

12 Standing Items

- 12.1 Report on Use of the Seal & Signing of Legal Documents **(enclosed)**
- 12.2 Notifiable Events **(verbal)**
- 12.3 Health & Safety **(verbal)**
- 12.4 Freedom of Information **(verbal)**
- 12.5 Corporate scorecard Q2 **(enclosed)**

13 AOCB

Date of the next meeting – Monday 6 March 2023