

MANAGEMENT COMMITTEE

Members of the Management Committee are invited to attend a meeting **on Monday 16th September 2024 at 1.30pm** via Microsoft Teams or in person at 7 Waverley Place.

David Lappin
Chief Executive

E-mail: david.lappin@castlehillha.co.uk Tel: 01224 628111 (direct)

or

E-mail: charlotte.mackintosh@castlehillha.co.uk Tel: 01224 628106 (direct)

AGENDA

- 1 Apologies for absence
- 2 Declarations of interest
- 3 Minutes of the meeting of 26 August 2024 (**to follow pending approval**)
- 4 Matters arising from the minute
- 5 Chief Executive update including Strategic Plan (**verbal**)

Items for approval/action

- 6 Report on Self-assurance and outstanding actions (**enclosed**)
- 7 Rule 68 confirmation by Company Secretary (**verbal**)
- 8 Asset management strategy update (**enclosed**)
- 9 IT implementation update (**enclosed**)
- 10 Policy Reviews (**enclosed**)
 - 10.1 Management Committee Recruitment
 - 10.2 Management Committee Member Role Description
 - 10.3 Chair Role Description
 - 10.4 Vice Chair Role Description

Items for note

- 11 Minutes of subsidiary and sub-committee meetings
 - 11.1 Finance, Audit & Risk sub committee on 19 August 2024 (**verbal report at last meeting, minutes now enclosed**)
 - 11.2 Solutions Board on 26 August 2024 (**verbal report at last meeting, minutes now enclosed**)
 - 11.3 Castlehill Housing Trust minutes – 21 August 2024 (**enclosed**)

12 Standing Items

12.1 Report on Use of the Seal & Signing of Legal Documents **(no items to report)**

12.2 Notifiable Events

12.3 Health & Safety

12.4 Freedom of Information

13 AOCB

Date of the next meeting – 28 October 2024