

MANAGEMENT COMMITTEE

Members of the Management Committee are invited to attend a meeting **on Monday 26 August 2024 at 4pm** 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)

DL/JR/

AGENDA

- 1 Apologies for absence
- 2 Declarations of interest
- 3 Minutes of the meeting of 27 May 2024 (enclosed)
- 4 Matters arising from the minutes
- 5 Departmental updates
 - 5.1 Q1 Housing Services Report (enclosed)
 - 5.2 Q1 Property Assets Report (enclosed)
 - 5.3 Q1 C&R Report (enclosed)
 - 5.4 Verbal update from the Chief Executive

Items for approval/action

- 6 Formal approval and signing of Accounts and associated documents for 2023/24 (**enclosed**)
 - 6.1 A²+B Report to the Finance, Audit & Risk Sub-committee
 - 6.2 Consolidated Annual Accounts 2023/24– Castlehill Housing Association Ltd
 - 6.3 Annual Accounts 2023/24– Castlehill Housing Association Ltd
 - 6.4 CHA Audit Representation Letter to AAB
 - 6.5 Annual Accounts 2023/24– Castlehill Solutions Ltd (**to be approved by Solutions Board 26th August 2024**)
 - 6.6 Annual Accounts 2023/24 – Castlehill Trust Ltd (**to be approved by Trust Board 21th August 2024**)
- 7 Terms & Conditions review & Equality Impact Assessment
- 8 Policy Reviews
 - 8.1 Financial Regulations
 - 8.2 Former Tenant Debt Management Policy
 - 8.2a Former Tenant Debt Management EIA
- 9 Update on SHR Engagement Plan
- 10 Management Committee Collective Effectiveness Review (**enclosed**)

Items for note

- 11 Minutes of subsidiary and sub-committee meetings
 - 11.1 Finance, Audit & Risk sub committee - 20 May 2024 **(verbal report at last meeting, minute now enclosed)**
 - 11.2 Finance, Audit & Risk sub committee of 19 August 2024 **(verbal update)**
 - 11.3 Corporate Services sub committee of 20 May 2024 **(verbal report at last meeting, minute now enclosed)**
 - 11.4 Solutions Board of 27 May 2024 **(verbal report at last meeting, minute now enclosed)**

- 12 Standing Items
 - 12.1 Report on Use of the Seal & Signing of Legal Documents (enclosed)
 - 12.2 Notifiable Events
 - 12.3 Health & Safety
 - 12.4 Freedom of Information
 - 12.5 Corporate scorecard Q1 (enclosed)
 - 12.6 Complaints Summary Q1 (enclosed)

- 13 AOCB

- 14 Date of the next meeting – 16 September 2024