

MANAGEMENT COMMITTEE

Members of the Management Committee are invited to attend a meeting **on Monday 28 October 2024 at 4pm** via Microsoft Teams or in person at 7 Waverley Place.

David Lappin
Chief Executive

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AGENDA

- 1 Apologies for absence
- 2 Declarations of interest
- 3 Minutes of the meeting of 16th September 2024 (**enclosed**)
- 4 Matters arising from the minutes

Items for approval/action

- 5 Appointment of Convener, Vice Convener, Conveners of Sub Committees, allocation of places on Sub Committees
- 6 Rent Review 2024/25 (**enclosed**)
- 7 Website Development proposal (**enclosed**)
- 8 Policies for approval
 - 8.1 Guide to Information (**enclosed**)
 - 8.2 Staff Code of Conduct (**enclosed**)
 - 8.3 Management Committee code of Conduct (**enclosed**)
 - 8.4 Data Protection (**enclosed**)
- 9 Self Assurance Statement (**enclosed**)

Items for note

- 10 Update on Net Zero Bid and Cromar Court Eco4 Proposal (**verbal including presentation from Procast**)
- 11 Annual Confirmation of Register of Interests (**enclosed**)
- 12 Minutes of subsidiary and sub-committee meetings
 - 12.1 Corporate Services sub committee on 28 October 2024 – (**verbal report**)

13 Standing Items

13.1 Report on Use of the Seal & Signing of Legal Documents (**nothing to report**)

13.2 Notifiable Events

13.3 Health & Safety

13.4 Freedom of Information

14 AOCB

Date of the next meeting - Monday 9 December 2024 at 11am followed by buffet lunch with staff