

## MANAGEMENT COMMITTEE

Members of the Management Committee are invited to attend a meeting **on Wednesday 5 March 2025 at 4pm** via Microsoft Teams and at 7 Waverley Place, Aberdeen.

David Lappin  
Chief Executive

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## AGENDA

- 1 Apologies for absence
- 2 Declarations of interest
- 3 Application for membership (& co-opt of Andrew Brown)
- 4 Minutes of the meeting of 9 December 2024 and matters arising (**enclosed**)
- 5 Minutes of the meeting of 24 January 2025 and matters arising (**enclosed**)
- 6 Departmental updates
  - 6.1 Q3 Housing Services Report (**enclosed**)
  - 6.2 Q3 Property Assets Report (**enclosed**)
  - 6.3 Q3 C&R Report (**enclosed**)
  - 6.4 Verbal update from the Chief Executive including year 3 Strategic Plan Objectives

### Items for approval/action

- 7 Staff Cost of Living Award 2025 (**Confidential – distributed by email**)
- 8 Castlehill Housing Association Budget 2025-26 (**enclosed**)
- 9 Solutions & CHA Service Level Agreement (**enclosed**)
- 10 Care & Repair Staffing Changes (**enclosed**)
- 11 Learning & Development Report (**enclosed**)
- 12 Policies for review
  - Performance Management Framework (**enclosed**)
  - Learning and Development (**enclosed**)

Items for note

- 13 Minutes of subsidiary and sub-committee meetings
- 13.1 Finance, Audit & Risk sub committee of 4 March 2025 **(verbal update)**
- 13.2 Solutions Board of 6 March 2025 **(verbal update)**
  
- 14 IT Security Update **(enclosed)**
- 15 IT implementation Update **(enclosed)**
  
- 16 Standing Items
- 16.1 Report on Use of the Seal & Signing of Legal Documents **(enclosed)**
- 16.2 Notifiable Events
- 16.3 Health & Safety
- 16.4 Freedom of Information
- 16.5 Corporate scorecard Q3 **(enclosed)**
- 16.6 Complaints Summary Q3 **(enclosed)**
  
- 17 AOCB

Date of the next meeting – 26 May 2025 at 2pm