

# CUNNINGHAME HOUSING ASSOCIATION LTD

There will be a Board of Management Meeting

Held on Thursday 7<sup>th</sup> October 2021 at 2.15 pm in the Association's Quayside Offices,  
Marina Quay, Dock Road, Ardrossan, KA22 8DA



## AGENDA (Including Confidential Items)

In compliance with the Scottish Housing Regulator's Regulatory Standards of Governance and Financial Management and the Association's Code of Conduct for Board Members all items detailed in this notice and associated papers are strictly confidential and should not be discussed with any external part either prior to or after said meeting by any Board Member.

### **PRIORITY RED – SECTION 1 – STANDING ORDER ITEMS & GOVERNANCE ITEMS**

1	Apologies
2	Chairperson's Remarks
3	Declaration of Interest
4	Requirement of the Writing (Scotland) Act 1995
5	Adoption of Minutes and Business Arising from same <ul style="list-style-type: none"><li>- Board of Management Meeting – 19<sup>th</sup> August 2021</li><li>- Special Board of Management Meeting – 26<sup>th</sup> August 2021</li><li>- Board of Management Meeting – 8<sup>th</sup> September 2021</li><li>- Housing &amp; Property Services Sub Committee (<b>NON-CONFIDENTIAL</b>) - 10<sup>th</sup> August 2021</li><li>- Housing &amp; Property Services Sub Committee (<b>CONFIDENTIAL</b>) – 10<sup>th</sup> August 2021</li><li>- Development Services Sub Committee (<b>CONFIDENTIAL</b>) – 12<sup>th</sup> August 2021</li></ul>
6	Risk Management Monitoring/Review ( <b>CONFIDENTIAL</b> )
7	Scheme of Delegation
8	CHA'S Making Our Communities Better Place Fund (NA & EA) ( <b>CONFIDENTIAL</b> )
9	CHA'S Making Our Communities Better Place Fund (D&G) ( <b>CONFIDENTIAL</b> )
10	Notifiable Events
11	Secretary's Report
12	Subsidiary Company Report ( <b>CONFIDENTIAL</b> ) <ul style="list-style-type: none"><li>- CFRC Minutes 26<sup>th</sup> August 2021 (DRAFT) (<b>CONFIDENTIAL</b>)</li><li>- Citrus Minutes 2<sup>nd</sup> September 2021 (DRAFT) (<b>CONFIDENTIAL</b>)</li></ul>
13	EVH Report to Board Members
14	Health & Safety
15	Policies for Ratification <ul style="list-style-type: none"><li>- Payment of Expenses to Committee Members – CE0033</li></ul>
16	Development Programme Overview ( <b>CONFIDENTIAL</b> )

### **PRIORITY RED – SECTION 2 – IMPORTANT ITEMS MUST BE TAKEN**

17	RBS Loan Facilities ( <b>CONFIDENTIAL</b> ) <i>verbal update</i>
18	LIBOR Transition ( <b>CONFIDENTIAL</b> )
19	CHA Management Letter Response ( <b>CONFIDENTIAL</b> )
20	Financial Regulations (Authorised Signatories) ( <b>CONFIDENTIAL</b> )
21	Annual General Meeting Minutes ( <b>Draft</b> )
22	Special General Meeting Minutes ( <b>Draft</b> )
23	AGM Feedback Report
24	Share Membership Report ( <b>CONFIDENTIAL</b> )
25	Board of Management Appraisal Process Feedback Report
26	Board of Management Performance Workplan and Targets for 2021/22 ( <b>CONFIDENTIAL</b> )
27	Board of Management "Collective Training and Development Plan" ( <b>CONFIDENTIAL</b> )
28	Board of Management "Individual Training Plans 2021/22" ( <b>CONFIDENTIAL</b> )

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29	Residents Services/DLO Information Report ( <b>CONFIDENTIAL</b> )
30	Staff Resignation ( <b>CONFIDENTIAL</b> ) <i>verbal update</i>
31	Lockerbie Closing Ceremony <i>verbal update</i>
32	Dumfries & Galloway Area Committee Report ( <b>CONFIDENTIAL</b> ) <i>verbal update</i>

## **PRIORITY ORANGE - SECTION 3 - ITEMS TO BE TAKEN, TIME PERMITTING**

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## **PRIORITY GREEN - SECTION 4 - ITEMS WITH NO DISCUSSION REQUIRED, FOR INFORMATION ONLY**

33	Board of Management Log of Electronic Signatures
34	Media Marketing & Publications
35	List of Authorised Car Users

## **CONCLUSION OF THE AGENDA**