



MEETING OF THE GOVERNING BODIES OF OH & OHM

**29 May 2019 at 10.00 am at
22 Abercrombie Court, Westhill AB32 6FE
AGENDA**

The remit of the Governing Bodies of OH and OHM is to maintain full and effective control over the business and management of the two organisations

LEGEND: D=Decision, A=Assurance & Challenge, V= Views Sought,
I= Information/Attention

1	Bitesize Briefing			
	Sustainability – Strategic Overview	Joint	AM/ESO	I
2	Administration			
2.1	Welcome & Apologies	Joint	Chair	I
2.2	Declaration of Interests	Joint	Chair	D
2.3	Application to Join OHM Committee of Management	OHM	Chair	D
2.4	Minutes of meeting 20 February 2019	OHM	Chair	D
2.5	Matters Arising	OHM	Chair	D
2.6	Minutes of meeting 20 February 2019	OH	Chair	D
2.7	Matters Arising	OH	Chair	D
3	Items for Decision			
3.1	Chief Executives Report	Joint	CEO	D
3.2	Performance			
3.2.1	Composite Asset Management Report	Joint	AM	D
3.2.2	Composite Housing Services Report	Joint	HSM	D
3.2.3	Composite Corporate Services Report (Including Health & Safety update)	Joint	CSM	D
3.2.4	Remuneration Committee Report	Joint	CSM	D
3.3	Strategy/Policy			
3.3.1	Development Programme Update - including new project appraisal	Joint	CEO	D
3.3.2	Financial Projections/FYFP Submission 2019 – Verbal Update	OH/OHM	CFO	D

3.4	Governance			
3.4.1	Governing Body Member Appraisal Process: Outcome – Verbal Update/Discussion	Joint	Chairs/CEO	V/D
3.4.2	Self-Assessment – Independent Observation and Peer Review Proposal	Joint	CEO/IA	D
3.4.3	Strategic Risk Review	Joint	CEO	D
4	Items for Assurance/Information			
4.1	Performance			
4.1.1	Performance Report (Quarter 4 2018/19) - Group	Joint	SMT	A
4.1.2	Performance Report (Quarter 4 2018/19) – OIL	OH	CEO	A
4.1.3	Financial Performance (Quarter 4 2018/19) - Group	Joint	CFO	A
4.1.4	Internal Audit – 2018/19 Review and 2019/20 Plan	Joint	CFO/CSM	A
4.2	Strategy/Policy			
4.2.1	Transfer of Engagements – Verbal Update	Joint	CEO	I
4.2.2	Strategic Business Plan – First Draft	Joint	CEO	A
4.2.3	Digital Strategy – First Draft for Discussion	Joint	CEO/HSM	A/V
4.3	Governance			
4.3.1	Regulatory Review – Key Outcomes	Joint	CEO	A
4.3.2	Preparation for Assurance Statements/Tenant Reports - Discussion	Joint	CEO	A
4.3.3	OTRA Scrutiny Process – Assurance: Verbal Update	Joint	CEO	A
5	Any Other Business			
6	Items Previously Circulated to Members (Following Items placed on the portal for access and consideration by Governing Body Members) Documents relating to item 3.1 Chief Executive Report 3.1a – Draft Treasury Management Policy 3.1b – Draft Service Charge Policy 3.1c – Draft Repairs and Maintenance Policy 3.1d – Draft Expenses Policy 3.1e – Target KPI Review Proposal 2019-20 3.1f – Payroll, Expenses and Financial Leger Internal Audit Report 3.1g – GDPR Internal Audit Report 3.1h – Internal Audit Review 2018-19 – <i>Also covered under item 4.1.4</i> 3.1i – Internal Audit Follow Up Report 2018-19 3.1j – Internal Audit Plan 2019-20 – <i>Also covered under item 4.1.4</i> 3.1k – SHR Corporate Plan 2019-22			

	3.1I – SHR Osprey Housing Engagement Plan
7	Date of Next Meeting Wednesday 28 August 2019 10.00 at OH Office, 22 Abercrombie Court, Westhill

Our vision is "making a difference every day".
Our mission is to "provide high quality affordable housing and services to people in the communities we serve"