



## MEETING OF THE JOINT RESOURCE & GOVERNANCE COMMITTEE

15 May 2019 at 10:00am at  
Osprey Housing, 22 Abercrombie Court, Westhill

### AGENDA

*The remit of the Joint Resource and Governance Committee is to oversee the development and review of financial strategies and policies including the Financial Regulations and Treasury Management policy and to oversee the development, implementation and review of governance strategies and policies*

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

<b>1</b>	<b>Administration</b>			
1.1	Welcome & Apologies	Joint	Chair	I
1.2	Declaration of Interests	Joint	Chair	D
1.3	Minutes of meeting on 6 <sup>th</sup> February 2019	Joint	Chair	D
1.4	Matters Arising	Joint	Chair	D
<b>2</b>	<b>Items for Decision</b>			
<b>2.1</b>	<b>Performance</b>			
2.1.1	Salary Budget 2019-20	Joint	CFO/CSM	D
2.1.2	KPI Targets Review 2019-20	Joint	CFO	D
<b>2.2</b>	<b>Strategy/Policy</b>			
2.2.1	Policy Review and Approval			
	A - Treasury Management Policy	Joint	CFO	D
	B - Service Charge Policy	Joint	CFO	D
2.2.2	Development Programme Update (Including Financial Report, Deveron Projects and New Development Opportunity Appraisal – Dunecht)	Joint	CEO/CFO	D
2.2.3	Tender Plan – Audit Services and Insurance	Joint	CFO	D
2.2.4	Choice Based Lettings	Joint	HSM	D
2.2.5	Potential Disposal	Joint	HSM	D
2.2.6	Financial Projections/Five Year Financial Projections Update – Presentation	Joint	CFO/GH	D

<b>2.3</b>	<b>Governance</b>			
2.3.1	Observation of Board Meeting – Outcome	Joint	CEO	D
2.3.2	Strategic Risk Review	Joint	CEO	D
<b>3</b>	<b>Items for Assurance/Challenge</b>			
<b>3.1</b>	<b>Performance</b>			
3.1.1a	Internal Audit Report 2018/19 – Payroll and Expenses	Joint	CFO/CSM	A
3.1.1b	Internal Audit Report 2018/19 - Financial Ledgers	Joint	CFO	A
3.1.2	Internal Audit Report 2018/19 – GDPR	Joint	CEO/CSM	A
3.1.3	Internal Audit Review 2018/19	Joint	CFO/SH	A
3.1.4	Internal Audit Follow Up Report 2018/19	Joint	CFO/SH	A
3.1.5	Internal Audit Plan 2019/20	Joint	CFO/SH	D
3.1.6	Performance Results (Quarter 4 2018/19) – OH & OHM	OH/OIL	SMT	A
3.1.7	Performance Results (Quarter 4 2018/19) – OIL	Joint	CFO/LSM	A
3.1.8	Financial Performance (Quarter 4 2018/19) – Group	Joint	CFO	A
<b>3.2</b>	<b>Strategy/Policy</b>			
3.2.1	Transfer of Engagements – Verbal Update	Joint	CEO	A
3.2.2	Strategic Business Plan 2019-2023	Joint	CEO	A
3.2.3	Making Tax Digital – VAT – Verbal Update	Joint	CFO	A
<b>3.3</b>	<b>Governance</b>			
3.3.1	Regulatory Review – SFHA/CIH Summaries	Joint	CEO	A
3.3.2	Conference/Training Events & Feedback – Verbal Update	Joint	CEO	A
3.3.3	SHR Engagement Plans	Joint	CEO	A
3.3.4	SHR Corporate Plan 2019-2022	Joint	CEO	A
<b>3.4</b>				
3.4.1	Health & Safety Update	Joint	CEO	A
3.4.2	Sustainability Update	Joint	CEO	A
<b>4</b>	<b>AOB</b>			
<b>5</b>	<b>Items Previously Circulated to Members</b> (Indicate how and when circulated) SHR Regulation of Social Housing in Scotland – Portal SHR Annual Assurance Statement Statutory Guidance – Portal SHR Notifiable Events Statutory Guidance – Portal SHR Corporate Plan 2019-2022			
<b>6</b>	<b>Date of Next Meeting</b> 14 <sup>th</sup> August 2019 at 10.00am at Osprey Housing Office, 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"*