



# KINGDOM

Housing Association

## Board of Management Minutes

### **Date of Meeting: 6 December 2019**

Please note that these minutes have been edited to remove any commercially sensitive or confidential discussions.

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HAPPY TO TRANSLATE

**KINGDOM HOUSING ASSOCIATION (KHA) LIMITED**  
**MINUTES OF THE BOARD OF MANAGEMENT MEETING**  
**HELD ON FRIDAY 6 DECEMBER 2019**  
**AT 12.30 PM**  
**AT CARNEGIE CONFERENCE CENTRE, DUNFERMLINE**

**PRESENT:** Tom Barr  
Laura Brotherton  
Iain Connelly  
Freya Lees (Chair)  
Linda Leslie  
Loretta Mordi  
Laurie Naumann  
Charles Oliver (*present during item 5b and for remaining agenda items*)  
Guy Thomson

**IN ATTENDANCE:** Bill Banks

	<u><b>ACTION BY</b></u>
<p>1. <b>APOLOGIES</b></p> <p>Graeme McKay, David Redpath, Carol Watson. Special Leave of Absence – Stephen Swan.</p>	
<p>2. <b>DECLARATION(S) OF INTEREST</b></p> <p>Freya highlighted that Board members may have an association or working relationship with other organisations that work in partnership with Kingdom and whilst this may not be a direct conflict of interest the relationship should be declared as a standard declaration. It was noted that if Board members are in doubt about what to declare speak to Bill or Calum.</p> <p>There were no declarations of interest declared.</p>	
<p>3. <b>TO APPROVE THE MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 18 NOVEMBER 2019</b></p> <p>The minutes of the meeting were approved by Guy Thomson and seconded by Loretta Mordi.</p> <p>The minutes were approved subject to the typos identified being corrected.</p> <p>It was requested that the corrected minutes should be reissued to all Board members after the typos were corrected.</p>	<p>Calum</p> <p>Calum</p>

4. **MATTERS ARISING FROM THE MINUTES OF THE MEETINGS HELD ON 18 NOVEMBER 2019**

It is noted that item 9 (Finance and Digital report) regarding the routine repairs variance in the Q2 management accounts was still be investigated and the information would be provided as soon as it is available.

All other actions were noted as being completed or updated as part of the reports provided.

5. **CONFIDENTIAL ITEMS**

**Minute removed or edited due to information relating to personal/confidential items or being commercially sensitive.**

6. **ANY OTHER URGENT BUSINESS**

None.

7. **DATE OF NEXT MEETING**

Monday 20 January 2020 at 9.00 am.

All day strategy event for Kingdom Group, followed by the KHA Board meeting at 5.30 pm. Both events will be held at the Carnegie Conference Centre in Dunfermline.

Signed \_\_\_\_\_  
Chair

Signed \_\_\_\_\_  
Secretary

## ITEMS CARRIED FORWARD

<b>Date of Meeting</b>	<b>Minute Ref.</b>	<b>Item</b>	<b>Scheduled Meeting Date</b>
20 August 2018	11	Management Salary, Terms & Conditions Benchmarking Review	August 2023 (or earlier if required)
20 May 2019	9	ARC - The Board asked that in the future an external validation exercise is carried out every year; previously validation exercises were carried out every 2-3 years.	May 2020