

COMMITTEE MINUTE RECORD	
Minute of:	ARK Housing Association Board of Management
Date Held:	24 th October 2019, 10.00am
Venue:	The Priory, Canaan Lane, Edinburgh, EH10 4SG
Chair:	Graham Mitchell
Secretary:	Bobby Duffy
Present:	Mr Graham Mitchell (Chair), Ms Shona Dunsmore, Mr Dave Proudfoot, Ms Marilyn Barrett, Dr Darcey Black, Ms Anne Lane, Mr Ian Logan, Mr Nikolaos Koutris, Mr Neil McKnight
In Attendance:	Mr Bobby Duffy (Chief Executive Officer), Mr Ron Watson (Director of Finance & Housing), Ms Victoria Knox (Director of People & Organisational Development), Ms Mary Bell (PA to CEO) (Minutes)
ITEM	
1.	Welcome The Chair welcomed all attendees to the meeting and extended a welcome to Mr Ian Logan who was attending his first meeting.
2.	Apologies: Mr Ken Brown, Ms Lucy Robertson
3.	Declaration of Interest It was noted that, Mr Neil McKnight is also a member of Ark Commercial Investment Limited (ACIL) Board and Ark Services Limited (ASL) Board.
4.	Items for Approval
4.1	SHR Regulatory Framework Assurance Statement <ul style="list-style-type: none"> o The Chair asked Members if they were content that he signs the SHR Regulatory Framework Assurance Statement on behalf of the Board of Management. Members noted that they had no issues with the statement and the Chair duly signed on their behalf. Members noted and approved the SHR Regulatory Framework Assurance Statement
4.2	Policies <ul style="list-style-type: none"> o G34 - FOISA o G24 - General Data Protection It was noted that both policies had been circulated in advance of today's meeting and the feedback received had been addressed. Members approved G34 - FOISA and G24 - General Data Protection Policies
5.	Change at Executive Team Level Mr Duffy informed that, through recent events within the Finance team, discussion and agreement had been reached with Mr Watson that he would now be the Director of Finance only and that Mr Duffy would take line management of the Housing Services. The Chair noted that since Mr Duffy's appointment to CEO it was agreed that the first year would be used to review and consider the future structure for both Executive and Senior Leadership Teams. The Chair further noted that the BoM will be appraised and consulted on any staffing changes at Executive level in due course. Members noted and approved the Change at Executive Level
6.	There was no other competent business to discuss and the meeting was closed at 10.10am It was noted at the end of the meeting that there were no potential impacts identified in relation to people with a protected characteristic.
13.	Date of Next Meeting: 12th December 2019 at 14.00

2020 Dates for Board of Management Meetings – commencing 14.00
Board Member Only sessions will commence at 13.30 unless agreed otherwise.

2020

- ↓ Thursday 20th February
- ↓ Thursday 19th March
- ↓ Thursday 18th June
- ↓ Thursday 20th August

- ⬇ Thursday 17th September
- ⬇ Thursday 22nd October
- ⬇ Thursday 10th December

A handwritten signature in black ink, consisting of a large, stylized letter 'G' followed by a long, sweeping horizontal stroke that ends in a small arrowhead.

12/12/19