



22nd April 2020

Dear Member

Please note that the next Full Management Committee Meeting will be held on **Wednesday 29th April 2020 at 6.30pm by videoconferencing**. The agenda for the meeting is as follows:

- 1 Sederunt
- 2 Previous Minutes 26th February 2020
- 3 Matters Arising & Outstanding Issues
- 4 Declaration of Interest & Notifiable Events
- 5 Health & Safety
- 6 Human Resources Report
- 7 Write off Report
- 8 Correspondence & Group Updates
- Tea Break
- 9 Committee Programme 2020/21
- 10 Letting Plan 2020/21
- 11 Equalities & Human Rights Action Plan

1. Information – 5 Minutes
2. Action – 5 minutes
3. Action – 20 Minutes
4. Information/Action – 5 Minutes
5. Information/Action – 5 Minutes
6. Information/Action – 15 Minutes
7. Information/Action - 10 Minutes
8. Information/Action – 5 minutes
- Tea Break
9. Action – 5 Minutes
10. Action- 5 Minutes
11. Action/Information - 15 Minutes
12. Information /Action – 5 Minutes
13. Information /Action – 10 Minutes
14. Information /Action – 10 Minutes
15. Information /Action – 10 Minutes
16. Information /Action – 10 Minutes
17. Information /Action – 10 Minutes

Approximate time of meeting
2 hours 30 Minutes

- 12 Membership Approvals
- 13 Signing of Documents Policy
- 14 Strategic Plan 2020/21
- 15 Probity Report
- 16 Complaints Review
- 17 Factoring Policy & Written Statement of Services
- 18 A O C B