AGENDA ITEM

Matters Arising From HLH Board Meeting 15 June 2017

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| ITEM | DETAIL | LEAD | DUE DATE |
| 5iv | Board/Committee appointments  Following consideration on how to fill the vacancy on Finance and Audit Committee created by the Head of Resources change of post, more information to be brought back to a future HLH Board meeting.  *Proposed amendment to Memorandum and Articles of Association included on agenda for 22 August 2017 HLH Board meeting.* | IM | August 2017 |
| 7. | Review of Scheme of Delegation  Amendments to the scheme approved as follows –   1. to increase the CE delegated authority to approve award of contracts up to OJEU limit (currently £164,176 over a four year period); and 2. add “strategic priorities” to 1.2.1 (iv) 3. Add the appointment of Company Secretary to the Board responsibilities   *The scheme has been amended to include the changes above, uploaded to the Directors Governance handbook and diaried for review in 2019.* | IM/MM | Complete |
| 10iv. | Performance Report  The Head of Business to investigate how to provide progress updates to customers on waiting lists for activities.  *Waiting list processes reviewed August 2017.* | FH | Complete |
| 11iii. | Human Resources Report  The charity Company Solicitors to be approached for legal advice on the change to the Code of Conduct around HLH staff seeking election to the Highland Council with an update on this and further engagement with the Union concerned to come to the August Board meeting.  ***Confidential*** *legal advice received and attached at* ***Appendix A*** *and Union informed of legal conclusion 10 August 2017.* | IM | August 2017 |