

Finance & Corporate Services Sub-Committee Meeting

Thu 25 February 2021, 17:45 - 19:45

Virtual

Agenda

17:45 - 17:47 **1. Apologies & Declarations of Interest**

2 min

Chair

17:47 - 17:53 **2. Minutes of 26 November 2020**

6 min

Chair

 02 - Minutes_Finance & Corporate Services Sub-Committee_261120.pdf (6 pages)

17:53 - 17:55 **3. Matters Arising**

2 min

Chair

17:55 - 18:05 **4. Corporate Services Manager's Report**

10 min

Corporate Services Manager

 04 - Corporate Services Manager Report.pdf (3 pages)

18:05 - 18:10 **5. KPI Report, Qtr 3 - Absentee Report**

5 min

Corporate Services Manager

 05 - Staff Absence KPI's Quarter 3.pdf (1 pages)

18:10 - 18:15 **6. Health & Safety Update - verbal**

5 min

Corporate Services Officer

18:15 - 18:20 **7. Rechargeable Repairs Report**

5 min

Finance Officer

 07 - Rechargeable Repair Debt Analysis January 2021.pdf (5 pages)

18:20 - 18:20 **8. Factoring Debt Report**

0 min

Finance Officer

 08 - Factoring report at 31.01.2021.pdf (7 pages)

8.1. Factoring Write-Off Report

Finance Officer

📄 08.1 - Write Off Former Factoring & Landscaping Debt Feb 2021.pdf (2 pages)

18:20 - 18:20 0 min 9. IT Reports

9.1. IT Update

ICT Manager

📄 09.1 - ICT Update Report - CHA - February 2021.pdf (6 pages)

9.2. IT Strategy 2021/22

ICT Manager

📄 09.2 - CHA ICT Strategy 2021-2022.pdf (15 pages)

9.3. Social Media Policy Review

ICT Manager

📄 09.3 - ExecSum, SMP - CHA.pdf (2 pages)

📄 09.3.1 - SMP - CHA.pdf (11 pages)

9.4. Extension to Defer IT Support Consultation

ICT Manager

📄 09.4 - Exeptions Report - Defer IT Support Contract Procurement - CHA.pdf (2 pages)

18:20 - 18:20 0 min 10. Management Accounts 2020/21- Qtr 3

Finance Director

📄 10 - Q3) 20-21 Management Accounts Cover Paper.pdf (13 pages)

📄 10.1 - CHA Management Accounts to 31.12.2020 Lenders Booklet 12.02.21.pdf (14 pages)

18:20 - 18:20 0 min 11. Treasury Management Report

Finance Director

📄 11 - CHA Treasury Report Q3 2020-21.pdf (11 pages)

18:20 - 18:20 0 min 12. Audit Planning Letter

Finance Manager

📄 12 - Audit Planning Letter - Cover Paper.pdf (2 pages)

📄 12.1 - Appendix 1 - CHA Audit Planning Letter 20-21.pdf (18 pages)

18:20 - 18:20 0 min 13. Business Continuity Report




Finance Director

📄 13 - Annual Business Continuity Report.pdf (3 pages)

18:20 - 18:20 **14. Policy Review**
0 min

14.1. Financial Regulations

Finance Director

-  14 - CHA Financial Regulations Cover Paper.pdf (1 pages)
-  14.1 - Financial Regs - Appendix 1 - Updated Copy.pdf (27 pages)
-  14.1.1 - Financial Regs - Appendix 2 - Tracked Changes.pdf (27 pages)

18:20 - 18:20 **15. AOCB**
0 min

Chair

18:20 - 18:20 **16. Private & Confidential - Staffing Report**
0 min

Corporate Services Manager

18:20 - 18:20 **17. Date of Next Meeting - 27 May 2021**
0 min

Chair

Bowden, Liz
07/14/2021 15:41:19