

PENTLAND COMMUNITY ENTERPRISES LTD BOARD MEETING

PCE1920M3D1

Date: Wednesday, 24 July 2019

Time: 5:15 pm

Location: 37-39 Traill Street, Thurso

To: **Neil Robertson**

Bob Bell

Colin MacDonald

Jim Kelly

Billy Dunbar

Agenda Item	Approx Time for Discussion (minutes)
1. Welcome and declaration of interests – relating to issues raised at this meeting	5
2. Minutes of Previous Meeting – to approve the minutes and confidential appendix of the meeting held on 12 June 2019 (PCE1920M2D1)	5
3. Matters Arising/Action Points	15
ITEMS FOR DECISION	
4. PCE Management Team Report a) Procurement Policy and Cover Report – uploaded on Minute Pad b) SCVO Attachments c) Cyber Essentials Statement - Verbal	10
ITEMS FOR INFORMATION	
5. Q1 Performance Cover Report to 30/6/19 a) Q1 Business Plan Progress 2019/20 b) Q1 KPI's 2019/20 c) Q1 Management Accounts 2019/20 d) Q1 Risk Map - Deferred	10
6. Social Enterprise Funding – Case Study for discussion	10
7. Business Plan Review 2019/20 – No Update	0
8. PCE Action Plan – For Discussion – To Follow	0
INTER-GROUP REPORTING	
9. Audit Committee (AC) – Minutes from 17 July 2019 (CO) – to follow	0
10. Pentland Housing Association (PHA) – draft minutes from 19 June 2019 – to follow	0
11. Any Other Business	On the night.
12. Future Meeting Dates – agreed by PHA Board March 2019 <ul style="list-style-type: none">• Wednesday, 4 September 2019• Wednesday, 23 October 2019• Wednesday, 27 November 2019• Wednesday, 16 January 2020• Wednesday, 20 February 2020	
13. Confidential Item(s) – to follow (CEO)	5

Rachel Harness

Secretary

24 July 2019

Please advise any apologies as soon as possible to Rachel Harness on 01847 807112 or email rachel@pentlandhousing.co.uk or to Jan on 01847 892507 or email jan@pentlandhousing.co.uk

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Agenda

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