

**NOTICE OF MEETING OF KEY BOARD
TO BE HELD ON WEDNESDAY, 2 OCTOBER 2019
AT THE SQUARE, 70 RENTON STREET, GLASGOW AT 6.00 pm**

From 6pm, there will be a presentation and discussion on staff development and learning. The normal business meeting will follow on thereafter.

E = Enclosed
V = Verbal
T = To be tabled
P = Presentation

AGENDA

* = For Approval

- | | | |
|------|---|----|
| 1.1 | Apologies | |
| 1.2 | Election of Office Bearers | E* |
| 1.3 | Minute of Previous Meeting (28.8.19) | E* |
| 1.4 | Matters Arising | E |
| 1.5 | Staffing Matters | E |
| 1.6 | Review Groups | |
| | 1.6.1 Support (24.9.19) | E |
| | 1.6.2 Housing & Development (24.9.19) | E |
| 1.7 | Report from AGM (including Review of The Year) | E |
| 1.8 | Standing Committees and Review Group Memberships | E |
| | 1.8.1 Updated Role Descriptions for Chair and Vice Chair | E* |
| 1.9 | Service Level Agreement between Key and Community Lifestyles | E* |
| 1.10 | Charter Performance Report | E |
| 1.11 | ICT Risk Map | E* |
| 1.12 | Fire Safety Report | E* |
| 1.13 | Pensions Update | E |
| 1.14 | Annual Assurance Statement | E* |
| 1.15 | Freedom of Information Act Briefing | E |
| 2. | Community Lifestyles - Minute of 24th AGM (10.9.19) | E |
| 3. | KHA Developments Ltd - Minute of Directors' Meeting (30.8.19) | E |
| 4. | Housing, Development and Administrative Issues | E* |
| 5. | AOB | |
| 6. | Date of Next Meeting (4.12.19) | |