

# Architecture & Design Scotland

Ailtearachd is Dealbhadh na h-Alba

## **ARCHITECTURE AND DESIGN SCOTLAND**

### **BOARD MEETING (41)**

**Bakehouse Close, 146 Canongate, Edinburgh**

**1.30 pm on Monday 9 May 2016**

## **A G E N D A**

1. Apologies
2. Declarations of Interest
3. Minutes of Previous Meeting on 8 February and Matters Arising (attached)
4. Business Plan Review 2015/16 (Chief Executive) (attached)
5. Staff Survey Results (Chief Executive) (attached)
6. Corporate Strategy 2017/20 (Chief Executive) (attached)
7. Corporate Risk Register (Lynne Lineen) (attached)
8. Audit Committee Update (Lynne Lineen) (attached)
9. Health & Safety (Lynne Lineen) (attached)
10. Lone Working Procedures (Lynne Lineen) (attached)
11. Communications Update (Communications Manager) (attached)
12. Any Other Business
  - Chair/CEO Diary
  - Board Members' diary/updates
  - Board Member Reviews
  - KAG Update
  - Board Development: Shadowing

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## **ARCHITECTURE AND DESIGN SCOTLAND**

### **BOARD MEETING (42)**

**Second Floor, The Lighthouse, Mitchell Lane, Glasgow**

**1.30 pm on Monday 8 August 2016**

## **A G E N D A**

1. Apologies
2. Declarations of Interest
3. Minutes of Previous Meeting on 9 May and Matters Arising (attached)
4. Annual Report & Financial Statements (LL) (attached)
5. Corporate Strategy (JMacD) (attached)
6. Staff Survey (JMacD) (attached)
7. Housing (DL) (attached)
8. Business Plan Implementation (LL) (attached)
9. Say Hello to Architecture update (DMcK) (attached)
10. Board Succession Planning (JMacD) (attached)
11. Audit Committee Update (LL) (attached)
12. Health & Safety Update (LL) (attached)
13. Campaigning (AE) (attached)
14. Media Handling Protocol (AE) (attached)
15. Communications Update (AE) (attached)
16. Any Other Business
  - Chair/CEO Diary
  - Board Members' diary/updates

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## **ARCHITECTURE AND DESIGN SCOTLAND BOARD MEETING (43)**

**Bakehouse Close, Canongate, Edinburgh  
1.00 pm on Monday 14 November 2016**

### **A G E N D A**

1. Apologies  
  
**HR Investigation – in camera discussion (AS)**
2. Declarations of Interest
3. Minutes of Previous Meeting on 8 August and Matters Arising (attached)
4. CEO Update:- (attached)
  - Staff survey Action Plan update
  - H&S update
5. Corporate Strategy:- (attached)
  - Consultation Responses (JMacD) (to follow)
  - Letter to Cabinet Secretary (KA)
6. Evaluating our Work (JMacD) (attached)
7. Board Succession Planning (JMacD) (attached)
8. Business Plan Update (LL) (attached)
9. Audit Committee Update (LL) (attached)
10. Say Hello to Architecture update (DMcK) (attached)
11. Communications Update (AE) (attached)
12. Design Advice (HC) (attached)
13. Any Other Business
  - Chair/CEO Diary
  - Board Members' diary/updates

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## ARCHITECTURE AND DESIGN SCOTLAND

### BOARD MEETING (44)

Bakehouse Close, Canongate, Edinburgh

1.30 pm on Monday 12 December 2016

## A G E N D A

1. Apologies
2. Declarations of Interest
3. Minutes of November Meeting and Matters Arising (to follow)
4. Corporate Strategy: Draft for discussion (JMcD) (attached)
5. Board Succession Planning (JMacD) (carried over from last meeting) (attached)
6. Update on HR Report (AS/KA) (circulated separately)
7. Design Advice (HC) (carried forward from previous meeting) (attached)
8. Any Other Business
  - Chair/CEO Diary
  - Board Members' diary/updates

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## **ARCHITECTURE AND DESIGN SCOTLAND**

### **BOARD MEETING (45)**

**Bakehouse Close, Canongate, Edinburgh**

**1.30 pm on Monday 13 February 2017**

### **A G E N D A**

1. Apologies
2. Declarations of Interest
3. Minutes of Previous Meetings on 12 December and 16 January and Matters Arising from Previous Meetings (attached)
4. CEO Update (attached)
5. Corporate Strategy 2017-2020 (attached)
6. Draft Business Plan 2017-18 (attached)
7. Draft Budget 2017-18 (attached)
8. HR Provision (attached)
9. Business Plan update 2016/17 update (attached)
10. Audit Committee Update (attached)
11. Any Other Business (attached)
  - Proposed 2017/18 Meeting dates