



**Report from the CHC Board meeting  
on Thursday 28<sup>th</sup> September 2017  
at the CHC Office, Cardiff**

*The CHC board met on Thursday 28<sup>th</sup> September 2017. The meeting was quorate and was attended by 5 board members, members of the CHC Executive Team as well as prospective new board members who were in attendance as board observers.*

The following provides a summary of the items discussed and key decisions taken at the meeting.

**2016/17 Audited Financial Statements and accompanying Audit Findings Report:** The board discussed the audited financial statements as well as the audit findings report. The auditors reported that there were no material issues to report and that CHC have received a clean audit report. **Outcome: The board noted the reports and approved the 2016/17 financial statements.**

**2017/18 Quarter 1 Management Accounts:** The board discussed the quarter 1 management accounts. A number of adjustments have been made to budget figures in light of some changes to the CHC conference and events programme. The board were assured that performance against the revised targets is on track and in most cases being exceeded. **Outcome: The board approved the 2017/18 Q1 Management Accounts.**

**CHC's Risk Map:** The board reviewed the risk map and made a number of recommendations. **Outcome: It was agreed that this will be reviewed at the first CHC Board Strategic Away day in January once the new board is in place.**

**Housing Horizons:** The board received an update on the housing horizons project including some of the key findings from the stakeholder engagement. The board commended the aim of the project but made a number of suggestions for consideration.

**Business Development Update:** The board received an update in relation to the conferences, training and commercial membership offer. The conference and training offer was revised and refreshed earlier this year to reflect member feedback. However, due to low uptake, one of the planned conferences was cancelled earlier in the year. SMG have since reviewed the targets to reflect the change in activity. The targets for conferences and training as well as commercial membership are now on track and have all been exceeded to date. SMG are regularly reviewing progress to ensure that this remains on track and will report further to board at the meeting in January. **Outcome: The report was noted.**

**Reviewing the CHC Code of Governance:** The board were given an overview of the feedback received to date through the member consultations as well as an insight into the subsequent thinking in terms of the proposed direction of travel for a revised Code. The board agreed that the existing Code is overly prescriptive with too much focus on process. There was general agreement that a simpler, principles based code would be beneficial. The board were assured that whilst some detail may be lost from the Code, this can be supported through other avenues of the wider Governance member offer to ensure that members are supported in adopting a Code of this nature. **Outcome: The board agreed with the proposed direction of travel to move toward a principles based Code of Governance.**

The next board meeting will take place on **Thursday 9<sup>th</sup> November 2017.**