



**BOARD AGENDA**  
**27 January 2011 @ 2pm**  
**VENUE: HHP BOARDROOM, CREED COURT, STORNOWAY**

No	Item	Action	Page No	Time
<b>PRELIMINARY PROCEDURAL MATTERS</b>				
1	Attendance & Apologies	Noting		
2	Declaration of Interest	Noting		
3	Minute of Board Meeting 25 November 2010	Approval		
4	Action Sheet	Approval		
5	Date of Next Meeting 18 March 2011	Approval		
6	Health & Safety Verbal Update	Noting		
<b>STANDING COMMITTEE</b>				
7	Minute of Audit & Risk Committee 25 November 2010	Approval		
8	Report of Audit & Risk Committee 26 January 2011	Noting		
<b>FINANCE</b>				
9	Budgets 2011/12 Report by Director of Resources	Approval		
10	Management Accounts to 31 December 2010 Report by Director of Resources	Approval		
11	Treasury Report to 31 December 2010 Report by Director of Resources	Noting		
12A	Debt Write Off Report Report by Director of Resources	Approval		
12B	Arrears & Antisocial Behaviour Action Update Report Report by Director of Resources	Approval		
<b>MANAGEMENT</b>				
13	Improvement Plan - Monitoring Report Report by Chief Executive	Noting		

No	Item	Action	Page No	Time
14	36 Bayhead Report by Director of Operations	Approval		
15	Business Planning Days - Action Points Report by Chief Executive	Noting		
16	Repair & Maintenance Mobilisation Update Report Report by Director of Operations	Noting		
<b>DEVELOPMENT</b>				
17	SDFP Development Programme 2011/12 Report by Director of Operations	Approval		
18	Development Programme - Reports for Approval Report by Director of Operations	Withdrawn, no Items for approval		
<b>POLICIES</b>				
19	Alcohol & Drugs Policy Report by Director of Resources	Approval		
20	Staff Safety - Dealing with Violence & Aggression Report by Director of Operations	Approval		
21	Lone Working Report by Director of Operations	Approval		
22	Smoking at Work Report by Director of Resources	Approval		
23	New & Expectant Mothers Report by Director of Resources	Approval		
24	Stress Management Report by Director of Resources	Approval		
25	Young People at Work Report by Director of Resources	Approval		
26	Special Leave Report by Chief Executive	Approval		
27	Staff Expenses Report by Director of Resources	Approval		
<b>PRIVATE &amp; CONFIDENTIAL</b>				
28	Payment in Lieu of Annual Leave Entitlement Report by Chief Executive	Approval		