

Report to: Virtual Management Committee 15th April 2021

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Subject: Policy Reviews April 2021

Introduction

The purpose of this report is to provide governing body members with a summary of each of the policies presented to the meeting for approval.

Assuming each of the documents has been read by members in advance, the summary information should avoid the need to read through the entire contents of each policy during the meeting. Questions and feedback from members remain welcome and are encouraged.

5.1 Notifiable Events

This is a new policy based on SHR Statutory Guidance. Its purpose is to ensure all staff and governing body members are aware of the procedures required to ensure YHA's compliance with its legal obligations.

This policy is directly linked to RS 2.5: *The RSL is open, co-operative, and engages effectively with all its regulators and funders, notifying them of anything that may affect its ability to fulfil its obligations. It informs the Scottish Housing Regulator about any significant events such as a major issue, event or change as set out and required in our notifiable events guidance.*

5.2 Internet and Email

This policy was last reviewed in 2018. It has been updated by the Finance and Compliance Managers with a number of amendments and new content to reflect current legislation and good practice. These changes are highlighted in yellow.

This policy is indirectly linked to RS 4.3: *The governing body identifies risks that might prevent it from achieving the RSL's purpose. It has effective strategies and systems for risk management and mitigation, internal control and audit.*

5.3 Staff Code of Conduct

Last reviewed in 2017, this policy is adapted from the SFHA template. The update does not contain any significant amendments to the previous version.

This policy is directly linked to RS 5.2: *The RSL upholds and promotes the standards of behaviour and conduct it expects of governing body members and staff through an appropriate code of conduct.*

5.4 Alcohol and Drug Misuse

Last reviewed in 2017, this policy is adapted from the EVH template. The content remains unchanged, but advice and support contact details have been updated.

This policy is indirectly linked to RS 4.3: *The governing body identifies risks that might prevent it from achieving the RSL's purpose. It has effective strategies and systems for risk management and mitigation, internal control and audit.*

5.5 Smoke Free Policy

Last reviewed in 2017, this policy is adapted from the EVH template.

This policy is indirectly linked to RS 1.3: *The governing body ensures the RSL complies with its constitution and its legal obligations.*
