

## **Revised Agenda**

### **YORKHILL HOUSING ASSOCIATION LTD**

#### **NOTICE OF A VIRTUAL MEETING OF THE MANAGEMENT COMMITTEE TO BE HELD ON THURSDAY 14<sup>th</sup> OCTOBER 2021 AT 6.00PM VIA ZOOM**

## **AGENDA**

- 1. Welcome & Apologies**
- 2. Minutes of last meeting 12<sup>th</sup> August 2021**
  - 2.1 Amendments
  - 2.2 Approval
  - 2.3 Matters Arising
- 3. Minutes of Special MC meeting 16<sup>th</sup> September 2021**
  - 3.1 Amendments
  - 3.2 Approval
- 4. Declarations of Interest and 2021-22 Register of Interests**
- 5. Governance Structure 2021-22** For approval/discussion
  - 5.1 Standing Orders, Roles and Remits**
    - 5.1.1 Overview of Standing Orders
    - 5.1.2 Role and Remit of Management Committee members
    - 5.1.3 Role of Chairperson
    - 5.1.4 Role of Vice Chair
    - 5.1.5 Role of Secretary
    - 5.1.6 Role of Treasurer
    - 5.1.7 Remit and Authority of Management Committee
    - 5.1.8 Remit and Delegated Authority of Chief Executive
    - 5.1.9 Remit and Delegated Authority of Services Sub Committee
    - 5.1.10 Remit and Delegated Authority of Governance and Finance Sub Committee
  - 5.2 Committee Code of Conduct**
  - 5.3 Approved Signatories**
    - 5.3.1 Cheques /BACS
    - 5.3.2 SHR Portal
    - 5.3.3 FCA Portal
    - 5.3.4 OSCR
    - 5.3.5 Loan Documents
    - 5.3.6 Investment /Savings Accounts
    - 5.3.7 Routine Online Banking
    - 5.3.8 GCC Funding
  - 5.4 Tender Openers**
  - 5.5 Sub Committee Appointments**
    - 5.5.1 Governance and Finance
    - 5.5.2 Property Services
  - 5.6 Co-options 2021-22**

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- 6. Governance/Compliance Reports** *for information*
  - 6.1 Statutory Annual Returns
  - 6.2 SHR Quarterly Covid Returns
- 7. Reports from Sub-Committees**
  - 7.1 Housing Management 19<sup>th</sup> August 2021
  - 7.2 Property Services 26<sup>th</sup> August 2021
- 8. Asset Management Strategy** *policy decision required*  
Policy and report prepared by S Pattison, Compliance Manager
- 9. Strategic Priorities 2021-22**  
Reports from M Menabney, Chief Executive and S Pattison, Compliance Manager
  - 9.1 Equalities and Human Rights
  - 9.2 Office and Staffing Arrangements during COP26
  - 9.3 Staffing
  - 9.4 Allocations Policy Review
  - 9.5 Environmental Services
- 10. 2021 Assurance Statement**  
Report prepared by Marion Menabney, Chief Executive
- 11. Membership Applications / Cancellations** *for information/approval*
- 12. Report from EVH and appointment of representative**
- 13. Report from SFHA and appointment of representative**
- 14. Report from GWSF and appointment of representative**
- 15. Schedule of Meetings 2021-22**
- 16. AOCB and Date of Next Meeting**