



**FORTH HOUSING ASSOCIATION LTD
MANAGEMENT COMMITTEE MEETING
Monday 28th August 2023 at 6.30 pm
This will be a hybrid meeting held at
BOILER HOUSE at 146 Drip Road Stirling and via Microsoft Teams**

AGENDA

Item	Subject	Lead	Purpose	Time
1.	Chairs Statement	Chair		6.30
2.	Apologies	Chair		
3.	Declaration of Interest	Chair		6.35
4.	Previous Minutes			
4.1	Draft Minute of Management Committee 26 June 2023	Chair	Approval	6.40
4.2	Confidential Minute Management Committee 26 th June 2023 (item 9.7)	Chair	Approval	
4.3	Unconfirmed Minute of Staffing Sub Committee Meeting 12 th June 2023	Chair	Information	
4.4	Unconfirmed Minute Development Sub Committee Meeting 20 th July 2023	Chair	Information	
5.	Matters Arising	Chair		
5.1	Committee Action Register	Interim Director	Approval	6.45
5.2	Referrals from Audit and Risk Sub Committee A&R – 6.1 Internal Audit Report A&R – 8.1 Q1 Performance Report including Tenant Services Report & Allocations outcome report A&R – 8.2 Joint Tenant Satisfaction Survey Action Plan A&R – 9.2 Tenant Recharge Repairs Report		Approval Information Information Information	6.50
5.3	Referrals from Development Sub Committee DSC – 6.2 Site 8/9 Structural Cracking Update		Information	6.55
6.	Operations			
6.1	Tenant H&S Compliance Report	Senior Property Services Officer	Information	7.00
6.2	Complaints Report	HoCS	Approval	7.05
7.	Finance			
7.1	Financial Statements 2022/23 and Annual External Audit	Finance Officer/FMD	Approval	7.10

7.2	Q1 2023/24 Management Accounts	Finance Officer	Approval	7.15
7.3	SHAPS – Verbal Update	Finance Officer	Information	7.20
7.4	Adaptation Funding Request	Property Services Officer	Approval	7.25
8.	Policy/Strategy			
8.1	Tenant Handbook – Verbal Update	Head of Corporate Services	Information	7.30
8.2	Tenant Engagement Strategy and Action Plan	Head of Corporate Services	Approval	7.35
8.3	Policy Reviews – Data Protection & Retention - Verbal Notifiable Events Protocol Policy Allocations Policy Treasury Management Policy	Head of Corporate Services Interim Director Head of Tenant Services Finance Officer	Approval	7.40
9.	Governance			
9.1	Interim Director Report	Interim Director	Information	7.50
9.2	Governance Improvement Plan	Interim Director	Approval	7.55
9.3	Registers Paper	HoCS	Information	8.00
9.4	Notifiable Events	Interim Director	Approval	8.05
9.5	AGM Arrangements	Head of Corporate Services	Information	8.10
9.7	Risk Register	Director	Approval	8.15
10.	Membership		Head of Corporate Services	Information 8.20
11.	Correspondence		Head of Corporate Services	Information 8.25
12.	AOCB		Chair	8.30
13.	Date of next meeting – Tuesday 26th September 2023 at 6:30pm			