

ROSEHILL HOUSING CO-OPERATIVE LIMITED

**MANAGEMENT COMMITTEE MEETING TO BE HELD ON WEDNESDAY 25TH
SEPTEMBER 2024 AT 6:00 PM**

1. Apologies
2. Declaration of Interest
3. Annual Signing of Committee Documents:
 - 3.1 Code of Conduct
 - 3.2 Declaration of Interest
 - 3.3 Eligibility for the Committee
 - 3.4 Committee Equalities Form
4. Election of Office Bearers:
 - 4.1 Chairperson
 - 4.2 Vice Chairperson
 - 4.3 Secretary
5. Formation of Sub-Committees:
 - 5.1 Staffing and Health & Safety
 - 5.2 Audit & Risk
6. Minutes of previous meeting:
 - 6.1 Approval of Minutes 28/08/24
 - 6.2 Matters Arising
 - 6.3 Decision Tracker
7. Minutes of Membership Sub-Committee meeting held on:
 - 7.1 5th September 2024
 - 7.2 11th September 2024
8. Chair's Report
9. Finance Matters
 - 9.1 SHR Return – AFS (for review)
 - 9.2 Financial Conduct Authority - Annual Return (for approval)
 - 9.3 SHAPS Financial Assessment Results (for noting)
 - 9.4 Cash Flow August 2024 (for noting)
10. Technical Services Matters
 - 10.1 Purchasing, Procurement & Tenders Policy Review (for noting)
 - 10.2 Rechargeable Repairs Policy Review (for approval)

- 10.3 Damp and Mould Policy – Tenant Consultation (for noting)
- 11. Housing Services Matters
 - 11.1 Potential Evictions Report (for noting)
 - 11.2 Void Management Policy Routine Review (for noting)
- 12. Corporate Services Matters
 - 12.1 Data Protection Policy Routine Review (for noting)
 - 12.2 Data Retention Policy Routine Review (for noting)
 - 12.3 Data Breach Management Procedure Routine Review (for noting)
 - 12.4 Response Procedure for Data Subject Requests Routine Review (for noting)
 - 12.5 Annual Performance Report to 31st March 2024 (for approval)
 - 12.6 2025 Calendar Competition winners selection
- 13. Review of Strategic Risks
- 14. Director’s Matters
 - 14.1 Principal Officer’s Remuneration Policy – Review (for approval)
 - 14.2 Business Plan 2021-26: Annual Planning Session – Annual Rent Review (for decision)
 - 14.3 Annual Committee Appraisals (for decision)
 - 14.4 Constitutional Change – Next Stages (for information/approval)
 - 14.5 Director’s Report (for information)
 - 14.6 Confidential Report (for decision)
- 15. Minutes of Sub-Committee meetings for information:
 - 15.1 Audit & Risk Sub-Committee meeting held on 29th August 2024
- 16. Any Other Competent Business
- 17. Date of Next Meeting