

Cloch Housing Association

Board Meeting

To be held on Tuesday 25 March 2025 at 6.00pm
online (Teams)

Bitesize training starts at 5.45pm

AGENDA (pages 1-2)

Item	Description	Pages	Resp	Timings
0.	Bitesize Training – Treasury Management	n/a	Rep	5.45pm-6.00pm
1.	Apologies & Declarations of Interest	n/a	Chair	6.00pm – 6.10pm
	ITEMS FOR DECISION / APPROVAL			
2.	Covenant Amendment – Report and approval required (this links to the earlier training) *	3-24	Rep	
3.	Minutes of the Meeting held on 28 January 2025 *	25-34	Chair	6.10pm - 6.15pm
3.1	Minutes of Special Board Meeting held 25 February 2025 *	35-39		
3.2	Minutes of the H&PS Sub-Committee held on 11 February 2025 ** Link to Portal			
3.3	Minutes of the F&CS Sub-Committee held on 25 February 2025 ** Link to Portal			
4.	Matters Arising & Outstanding Actions **	40-41	Chair	6.15pm – 6.20pm
	Policies /Strategies – New / For Review			
5.	Value for Money Strategy	42-54	CEO / CSM	6.20pm – 6.30pm
6.	Board Succession Strategy & Action Plan	55-68	CSM	6.30pm – 6.40pm
6.1	Appendices 1-3 Link to Portal			
7.	Maximising Attendance / Sickness Absence Policy	69-88	HP&C	6.40pm – 6.45pm
8.	Allocations Policy	89-93	DCS&C	6.45pm - 6.50pm
8.1	Appendix 1 – Allocations Policy tracked changes Link to Portal			
8.2	Appendix 2 – Allocations Policy clean version Link to Portal			
	REPORTS FOR APPROVAL			
9.	2024/25 ARC Amendments	94-102	DCS&C	6.50pm – 7.00pm
9.1	Appendix 1 – Findings per Indicator			
10.	Factoring Admin Fee – applicable from June invoices	103-107	CEO	7.00pm – 7.05pm
11.	Annual Leasing Report	108-112	DCS&C	7.05pm – 7.10pm
	ITEMS FOR NOTING			

* for approval

(p) Presentation at Meeting

** for noting

12.	Service Charge Review– Arneil Johnstone (p)	n/a	Rep	7.10pm – 7.30pm
13.	Internal Audits – Treasury Management & Contractor Management (Internal Audit Programme uploaded onto the Board Portal)	113-114	TIAA	7.30pm – 7.40pm
13.1	Appendix 1 – Assurance Review of Contract Management - Link to Portal			
13.2	Appendix 2 – Assurance Review Treasury of Management – Link to Portal			
14.	New Management Information System – verbal update	n/a	HIT&CS	7.40pm – 7.45pm
15.	2025/26 Board Appraisal Process – verbal update	n/a	CSM	7.45pm – 7.50pm
16.	Business Plan/GAP – Exception Report This report will not be discussed at the meeting but is Appendix 1 of the Business Away Day and will be issued separately for pre-reading prior to the day.	n/a	n/a	n/a
17.	The following policies have been uploaded directly onto the Board Portal: <ul style="list-style-type: none"> • Board Members Role Description • Chair's Role Description • Vice-Chair's Role Description • Secretary's Role Description 	115-116	CSM	n/a
BOARD APPLICATIONS – FOR APPROVAL				
18.	New Board Members Approval – Link to Portal (Observers will be asked to leave the meeting at this point).		SCSO	7.50pm-7.55pm
STANDARD AGENDA ITEMS				
19.	Notifiable Events	n/a	SCSO	7.55pm - 8.00pm
20.	Health & Safety	n/a	SCSO	↓
21.	GDPR	n/a	SCSO	
22.	AOCB & Reflections	n/a	Chair	
23.	Date of Next Meeting – 20 May 2025			
DEFERRED ITEMS				
	Governance Structure Changes		CEO	

* for approval
** for noting

(p) Presentation at Meeting