

DECISIONS/ACTIONS TRACKER

Date of Meeting	Agenda Item	Decision/Action	By Whom	Date for Completion	Completed	Comments/any further action required
22/01/2025	11.3 - Governance Policies due for review	Committee noted various policies due for review delayed until Mar/Apr due to non receipt of model documents from SFHA	Director	01/09/2025	Ongoing	<p>Update 25/6/25 - Model E,P,B Policy should be available in July 25 and will be brought to Committee to consider in September.</p> <p>Update 27/08/25 - Committee informed model EPB still not available. Director advised if it is received within the next week, will review and present it to Committee at its September meeting. However, if still not received by 10/09/25 will need to be postponed until October meeting.</p> <p>Update 29/10/25 - model EPB still not available. If not received by end of year, Director will carry out interim review of the 2 related policies (Declarations of Interest, Gifts and Hospitality) and present at January meeting for approval.</p>
21/05/2025	6.1 - Damp/Mould Case	Committee agreed to negotiate settlement and delegated authority to Director to liaise with solicitor over negotiations/settlement options within limits set by Committee	Director Technical Services Manager	N/A		Ongoing
25/06/2025	7.3 - Periodic Tax Filing	Committee approved change to periodic tax filing and associated one off cost	Finance Manager	31/03/2026	Ongoing	
25/06/2025	11.1.1 - Committee Members Handbook	Committee approved the adoption of the model Governing Body Members Guide and Being a Committee Member	Director	30/09/2025	On track	The approval was subject to any updates required following the revised Model E,P,B Policy being received which is anticipated to be issued in July and brought to the Sep meeting for approval. The Model EPB still not available by time of October meeting.

25/06/2025	11.3 - Supported Accommodation	Committee decided to continue with the supported accommodation and notify the Council/Care Provider that the vacant room can be relet, subject to Director obtaining further legal advice on use of occupancy agreements/SSTs	Director	Ongoing	Ongoing	Update 27/08/25 - Committee report advised following further legal advice re: SST vs Occupancy Agreement, the Director had notified GCC and the Care Provider that the vacant room could now be let. Meeting to be arranged to discuss process for letting the room and Rosehill's requirements re: evidence of legal authority to act on resident's behalf. Update given at Committee meeting that meeting has been arranged for 03/09/25 with care provider. GCC staff member unavailable but provided requested info to Director.
27/08/2025	5.2 - Proposed Housing Management system upgrade	Committee approved the direct appointment/implementations of Homemaster subject to conditions	Finance & IT Manager		Ongoing	Now contracted and project initiation underway
24/09/2025	12.5 New Rules - Joint Membership Report	Committee noted approach (taking account of legal advice and input from governance consultant) to tackle pre-existing(pre constitutional change) joint memberships.	Director/Housing Manager	28/11/2025	Completed	New certificates will be issued for the 1st named of any pre-existing joint memberships (107 in total). First half will be presented at the October meeting for signing and the remainder will be dealt with at the November meeting. Need to allow for any 2nd or 3rd named joint members, applying for membership in their own right. Update: 1st batch of certificates signed at October Management Committee meeting, remainder signed at the November meeting.
29/10/2025	5.1 - Deposit increase	Committee approved a transfer of £4M to a strategic cash management scheme with instant access	Finance & IT Manager		Completed	Transfer complete Nov 2025
29/10/2025	5.2.1 - IT & Data Security Policy	Committee approved the revised policy	Finance & IT Manager		Completed	De-published due to sensitivity
29/10/2025	5.2.2 - IT Acceptable Use Policy	Committee approved the revised policy	Finance & IT Manager		Completed	Published
29/10/2025	5.4 - Determination of Accounting Requirements	Committee authorised L Donnachie to respond to the consultation provided the changes are arbitrary and will have little impact on Rosehill	Finance & IT Manager		Completed	Submitted by deadline 14/11/2025
29/10/2025	9 - SHAPS Defined Benefit Pension Scheme	Committee decided the proposed closure of the DB scheme to new entrants (this will include any existing staff who are not currently in the scheme) for staff consultation. In terms of the future service contribution rate which has reduced from 32.8% to 21%, the savings of 12% should be split 50/50 between employer and employee. Committee also agreed to leave the growth fund and pay the exit fee. Committee also decided that EVH should be used to provide advice and assistance on staff consultation.	Director	Minimum of 3 month process	Ongoing	G Mogan contacted EVH on 30/10/25 to advise of Committee's decision and to request advice and assistance in relation to the process for staff consultation. Initial acknowledgement by EVH.
26/11/2025	4 - SHARE Annual Committee Assessments	Committee agreed that there are no amendments required to the survey.	Director	28/11/2025	Completed	27/11/25 G Mogan emailed and sent via whatsapp the survey link and asked any Committee Members wanting a paper copy to contact the CSO.
26/11/2025	6.1 - Management Accounts to 30th September 2025	Committee approved the accounts	Finance Manager		Completed	

26/11/2025	7.1 - Gutter Cleaning Tender Acceptance	Committee approved the appointment of Tenement Steps in the sum of £102,779.46 incl VAT	Technical Services Manager		Completed	Contrator appointed.
26/11/2025	11 - Review of Strategic Risk Register	Committee agreed that no further changes are required at this time.	Director	N/A	N/A	
26/11/2025	12 - Annual Rent Review	Committee approved 4.8% increase be put our for consultation.	Director	12/01/2026	Completed	Consultation documents and survey posted on our website and links emailed or text to majority of tenants on 03/12/25 and paper copies issued to those tenants who prefer that method. Consultation runs to Monday 12/01/26
26/11/2025	13 - SHAPS Defined Benefit Pension Scheme	Committee approved the 2 written notifications (first re: proposed change to DB pension scheme, second to notify staff of decision to close growth plan for DB scheme) agreed dates for consultation events, agreed a closing date of 1/5/26 for the DB Scheme to new entrants, and agreed a survey be issued to DB members on the split of the new contribution rates.	Director	09/01/2026	Completed	Written notifications issued to all staff by email on 27/11/25. Staff affected by proposed closure of DB pension scheme to new entrants also issued a survey to select one of two dates for consultation session. Staff in the DB scheme, affected by the split of the new contribution rates, issued a survey to enable them to provide feedback. Consultation runs to 09/01/26
26/11/2025	14.1 - Management Committee Recruitment	Committee approved the advert for circulation to fill the one position on the Committee	Director	08/01/2026	Completed	Advert placed with SHN and SFN
26/11/2025	15 - Membership Applications	Committee approved 2 new applications and 51 applications from existing joint members to sole members	Housing Services Manager	28/11/2025	Completed	Share certificates issued to tenants.