

**MINUTE OF THE MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY, 9 MARCH 2021 AT 7PM VIA 3CX VIDEO CONFERENCING**

**PRESENT**

Mr A Scott  
Mrs R Tinney  
Mrs M Hutchison  
Mr N Halls  
Mrs M Smith  
Mrs C McGuire  
Mrs L Williams  
Mr J McGuirk  
Mr J O'Donnell

**IN ATTENDANCE**

Mr A Benson (Director)  
Mrs L Sichi (Depute Director)  
Miss C Anderson (Depute HR Manager)

**1a. APOLOGIES FOR ABSENCE**

Mr A Young, Mrs J Donachy, Ms G O'Hara, Mrs M Anderson, Councillor E McDougall and Mrs A Jenkins.

The Depute Director informed the Committee that Mrs J Donachy has requested a leave of absence, from a period of 3 months. This request was unanimously accepted and approved by the Management Committee.

**1b. DECLARATIONS OF INTEREST**

Declarations of Interest were confirmed for item 5(c). The Management Committee agreed to delay the discussion of this to the end of the meeting.

**1c. RELEVANT BUSINESS ITEMS TO BE ADDED TO AGENDA**

There was none.

**2. ADOPTION OF MINUTES – 9 FEBRUARY 2021**

The above were proposed for approval by Mrs R Tinney, seconded by Mrs M Hutchison and unanimously agreed by the Management Committee.

**3. MATTERS ARISING FROM MEETING – 9 FEBRUARY 2021**

The previously circulated report was noted. The Committee were informed that the Cycle Store pilot will not be implemented and assurance was given by GCC that going forward, they will consult with MHA should they wish to locate a cycle store within our area of operation.

**4. USE OF SEAL**

Approved by Mr J McGuirk, seconded by Mr N Halls and unanimously agreed by the Management Committee.

## 5. **GOVERNANCE ISSUES**

- a) SHR Update – This is a confidential minute.
- b) Note of Business Audit & Risk Sub-Committee 16.02.21 – Following discussion, the above was proposed for approval by Mr N Halls, seconded by Mrs R Tinney and unanimously approved by the Management Committee.

*Mrs L Williams declared an interest in the undernoted agenda item and left the meeting at this point. NOTE: This matter was discussed at the end of the meeting.*

- c) Note of Business Governance Sub-Committee 25.02.21 - This is a confidential minute.

### **NOTING:**

- d) Coronavirus Plan Update – Report noted. It was further noted that following the most recent government announcement, the Sports Hub will re-open from 22.03.21, to provide outdoor activities for a maximum of 15 people. The Sports Hub Co-ordinator is in the process of drafting an activities programme for all ages to incorporate the requirements of the £25k Communities Recovery Fund which is based around linking physical activity with boosting mental health. A Member encouraged the Sports Hub to link with CFN to provide outdoor activities for children, in line with recommendations previously made by the Care Inspectorate. The Director confirmed that this will be implemented.

A Member queried when the full repairs service will recommence. The Director confirmed MHA are working on the proviso that the repairs service can resume from April 2021 provided that residents are willing to allow access. The priority will be to focus on working through the 'non-essential repairs list' collated from January 2021.

- e) Update on Governance Action Plan – Noted.
- f) Schedule of Meetings 2021 – An amendment to the Schedule was highlighted. It was noted that an updated Schedule, to reflect the on-going restrictions, will be presented to the Committee for approval.
- g) KPI's at 28.02.21

- h) SHR Compliance Report
- i) GDPR & Freedom of Information Requests

*The abovementioned items 5g – 5i, were duly noted by the Committee.*

**6. PRECIS OF BUSINESS SUBSIDIARY COMPANY**

- 1) MCE Board Meeting 15.02.21 – The contents of the previously circulated report was noted.

**7. A.O.C.B**

- a) Income Maximisation Service – The Committee were informed that a total of 666 residents accessed the IM Service during 2020/21. The financial gains to MHA tenants during the period was £1,320,428 (24% related to rental income for MHA). Every effort was made by the IM team to continue to deliver an appointment service, via the telephone, during the Coronavirus Pandemic (face to face appointments where arranged if necessary). A full report will be presented to the MCE Board on Monday, 15 March 2021.
- b) CFN – The Members were informed that an employee from CFN has tested positive for Covid-19. The NHS Test & Protect team have yet to identify anyone from CFN as a “close contact” as it was more than 48 hours prior to testing positive, the employee was present within the building. From 22.03.21, all CFN staff will be issued with Lateral Flow Device testing kits and will test themselves for Covid-19, at home, twice per week.

**8. DATE OF NEXT MEETING:**

Tuesday, 13 April 2021 at 7.00pm.