

**MINUTE OF THE MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY, 8 JUNE 2021 AT 7PM ONLINE VIA MICROSOFT TEAMS**

**PRESENT**

Mr A Scott  
Mrs R Tinney  
Mrs M Hutchison  
Mr N Halls  
Mrs C McGuire  
Ms G O'Hara  
Mrs L Williams  
Mr J McGuirk  
Mr J O'Donnell  
Mr A Young  
Councillor E McDougall

**IN ATTENDANCE**

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

**1a. APOLOGIES FOR ABSENCE**

Mrs J Donachy, Mrs M Smith, Mrs M Anderson and Mrs A Jenkins.

**1b. DECLARATIONS OF INTEREST**

Declarations of Interest were confirmed by the Directorate for item 5(c); Note of Remuneration Sub-Committee meeting 18.05.21.

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

There was none.

**2. ADOPTION OF MINUTES – 11 MAY 2021**

Mrs R Tinney, seconded by Mr N Halls and unanimously agreed by the Management Committee.

**2a. MATTERS ARISING FROM MEETING – 11 MAY 2021**

The items noted within the report were acknowledged by the MC.

**3. ADOPTION OF MINUTES SPECIAL MEETING – 18 MAY 2021**

Mr A Scott, seconded by Mr N Halls and unanimously agreed by the Management Committee.

**3a. MATTERS ARISING FROM SPECIAL MEETING – 18 MAY 2021**

The items noted within the report were acknowledged by the MC.

**4. USE OF SEAL**

Proposed for approval by Mr A Young, seconded by Mrs R Tinney and unanimously agreed by the Management Committee.

## 5. **GOVERNANCE ISSUES**

- a) Regulation Update: SHR Letter 18.12.20 – The Depute Director referred to the previously circulated report and confirmed that MHA are awaiting the SHR's response to the letter sent to them from Burness Paull Solicitors in relation to ongoing issues.

Meeting with the SHR regarding letter of 09.04.21 – The update on page 14 of the previously circulated report was duly noted by the Committee.

- b) Review of Succession Planning Strategy – Following the recent presentation on the above at the last Governance Sub-Committee meeting, facilitated by BTO Solicitors, the Management Committee reviewed the proposed changes to the Strategy and relevant appendices.

Following discussion, the updated Strategy was proposed for approval by Mr A Scott, seconded by Mr N Halls and unanimously approved by the Management Committee. It was noted that the Governance Sub-Committee will receive quarterly updates on the Strategy and the actions completed.

*The Directorate declared an interest in item 5c below and left the meeting at this point.*

- c) Remuneration Committee Meeting 18.05.21 – The contents of the confidential minute from the aforementioned meeting was discussed and subsequently proposed for approval by Mr N Halls, seconded by Mr J O'Donnell and unanimously approved by the Committee.

*The Directorate returned to the meeting.*

- d) Governance Sub-Committee 24.05.21 – Following discussion, the note of the above was proposed for approval by Mrs R Tinney, seconded by Mr N Halls and unanimously approved by the Management Committee.

- e) Briefing HSCP 01.06.21 – The Director referred to the previously circulated report confirming that its purpose is for the Committee to adopt the draft letter of response to HSCP regarding the implementation of the Local Lettings Plan (LLP) 2021/22. The Director confirmed that this letter is the beginning of MHA's ongoing dialogue with the HSCP and MHA's intention to co-operate with the LLP. The Association has no issues with supporting the eradication of homelessness within the City. However, do have concerns surrounding the level of support available to address homeless applicants with complex needs, as well as the efficiency and

effectiveness of the referral process and general relationship with the Casework Service.

Following discussion, the Management Committee unanimously agreed for the letter to be sent to HSCP, with an amendment added to reflect MHA's mixed tenure properties.

- f) Letter of Support MHA/MCE – The Covid-19 Pandemic letter of support from MHA to MCE for financial year 2021/22 was proposed for approval by Mr A Young, seconded by Mrs R Tinney and unanimously approved by the Management Committee. The Committee were advised that the MCE Board will be informed accordingly at their next meeting in August 2021.
- g) Coronavirus Plan Update
- h) Meetings Schedule 2021
- i) KPI's 2021/22
- j) SHR Compliance Report
- k) GDPR, FOI, Complaints & Compliments

*The abovementioned items 5g – 5k, were duly noted by the MC.*

## **6. PRECIS OF BUSINESS SUBSIDIARY COMPANY**

- 1) MCE Board Meeting 17.05.21 – Noted.
- 2) MPS Board Meeting 24.05.21 – Noted.

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

- 1) Estates Service – A discussion was held regarding the standard of the Estates Service within the Community; namely the frequency of the stair cleaning and grass cutting service. The Director reminded Members that operational issues like these should be reported to the office in the first instance rather than using committee time.

## **8. DATE OF NEXT MEETING:**

Tuesday, 10 August 2021 at 7.00pm.