

**MINUTE OF THE BLENDED MANAGEMENT COMMITTEE MEETING
HELD ON TUESDAY, 07 DECEMBER 2021 AT 7PM**

PRESENT

Mr A Scott (Chair)
Mrs R Tinney
Mrs M Anderson*
Mr J O'Donnell*
Mrs A Jenkins*
Mrs M Hutchison*
Mrs M Smith*

IN ATTENDANCE

Mr A Benson (Director)
Mrs L Sichi (Depute Director)

**Online attendance via Microsoft Teams*

1a. APOLOGIES FOR ABSENCE

Tendered on behalf of Mr J McGuirk, Mrs J Donachy, Mr A Young, Mrs C McGuire and Mr N Halls.

1b. DECLARATIONS OF INTEREST

There was none.

1c. RELEVANT BUSINESS ITEMS TO BE ADDED TO AGENDA

There was none.

2. ADOPTION OF MINUTES – 09 NOVEMBER 2021

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

3. MATTERS ARISING FROM MEETING – 12 OCTOBER 2021

- a) Agenda item 5d, Model Rules – The Director advised that the additional information that was requested by the FCA has been emailed and there has been no response to date.
- b) Agenda item 7d, HSE RIDDOR Report – The Director advised that this was submitted as a Notifiable Event and the SHR confirmed that no further details were required.

4. USE OF SEAL

The above report was proposed for approval by Mr A Scott, seconded by Mrs R Tinney unanimously agreed by the MC.

5. GOVERNANCE ISSUES

- a) Note of Audit & Risk Sub-Committee Meeting 16.11.21 – This report was unanimously approved by the MC.

- b) Note of Governance Sub-Committee Meeting 22.11.21 –The Members noted that a pilot is currently being carried out for the Tenants Portal prior to full roll out of this facility. This report was unanimously approved by the MC.
- c) Note of Budget Workshop 2022/23 30.11.21 – The Members noted the proposed timeline for the rent consultation 2022/23. This report was unanimously approved by the MC.
- d) Committee Skills Audit 2021/22 – The above report was discussed by the MC and the key themes arising from this year highlighted. The proposed Action Plan covering skills and knowledge was approved for adoption by Mr J O'Donnell, seconded by Mrs R Tinney and unanimously agreed by the MC.
- e) Committee and Staff Code of Conduct – The above detailed the most recent review of the SFHA Code of Conduct for Governing Body Members and Staff. The amendments were highlighted, and it was noted that there are no material changes. The revised Codes were proposed for adoption by Mrs R Tinney, seconded by Mrs M Smith and unanimously approved by the MC.

The following items 5f – 5h, were noted by the MC.

- f) KPI's 2021/22
- g) SHR Compliance Report
- h) GDPR, FOI, NE, Complaints & Compliments

6. PRECIS OF BUSINESS SUBSIDIARY COMPANIES

- 1) MCE Board Meeting 15.11.21 – Noted.
- 2) MPS Board Meeting 22.11.21 – Noted.

7. A.O.C.B

- a) First Minister Covid-19 Update – Following the most recent update on Covid-19 working from home where possible, the MC discussed and agreed that the Director has delegated authority to manage this. The committee portal will be kept updated on service delivery arrangements.
- b) Social Media posting on gas boiler failure – The Director referred to the above and explained the background. The MC noted that MHA were aware of the issue, and had started to rectify it, before the posting was made. The Director confirmed that the posting was quickly removed, and the tenant was reimbursed by the contractor for the additional costs incurred.

- c) Notifiable Event advice from the SHR – The Director advised that he has contacted the SHR to seek clarification on submitting a Notifiable Event. This related to a recent Section 5 referral where the HSCP confirmed it was a MAPPA case and does not accept the Association's reason for refusing the referral. The MC will be kept updated on this matter.

8. DATE OF NEXT MEETING:

Tuesday, 18 January 2022 at 7.00pm.

As this was the last meeting of the year, the Chair wished to record his appreciation to the Management Committee for their continuous support and commitment. He wished everyone a Merry Christmas and a Happy New Year.



Chair
18.01.22