

**MINUTE OF THE BLENDED MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY, 07 FEBRUARY 2023 AT 7PM**

**PRESENT**

Mr A Scott (Chair)  
Mrs R Tinney  
Ms G O'Hara  
Mrs A Jenkins  
Mr J O'Donnell  
Mrs C Mcguire  
Mrs J Donachy  
Ms G Hay  
Mrs M Smith  
Mr N Halls  
Mrs E Conwell  
Councillor A Casey  
Mrs M Anderson\*

**IN ATTENDANCE**

Mr P Martin (Director)  
Mrs L Sichi (Depute Director)

*\*Online attendance via Microsoft Teams*

The Chair welcomed Councillor Alan Casey to the meeting.

**1a. APOLOGIES FOR ABSENCE**

Apologies were tendered for Mr A Young, Mrs M Hutchison and Mrs E Conwell.

**1b. DECLARATIONS OF INTEREST**

There was none.

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

There was none.

**2. ADOPTION OF MINUTES – 24 JANUARY 2023**

The above was proposed for approval by Mrs M Hutchison, seconded by Mrs J Donachy and unanimously agreed by the MC.

**2a. MATTERS ARISING FROM MEETING – 24 JANUARY 2023**

a) Gas Management Improvement Plan – the progress on the above was provided, this included home master improvements and scheduled training. An external audit has been arranged for the above.

**3. ADOPTION OF MINUTES – 31 JANUARY 2023**

The above was proposed for approval by Mr N Halls, seconded by Mrs R Tinney and unanimously agreed by the MC.

**3a. MATTERS ARISING FROM SPECIAL MEETING – 31 JANUARY 2023**

The Director referred to the discussion around the rent harmonisation and requested the MC to consider increasing the implementation period from 5 to 10 years on the basis that the some of the new rent charges are high when the calculations are made using the harmonised figures. Following discussion, it was agreed that the MC would review this at a future

meeting once the figures have been presented to allow a decision to be made.

**4. USE OF SEAL**

The above was proposed for approval by Mr N Halls, seconded by Mrs M Smith and unanimously agreed by the MC.

**5. GOVERNANCE ISSUES**

**5a. REVIEW CODE OF GOVERNANCE**

The Depute Director referred to the above and went through each of the proposed changes to the Code which link to a range of other MHA documents (e.g., Model Rules). The review also included the monitoring of the various aspects of the Code and the governance related Registers. The MC noted that the Code of Governance was recently reviewed as part of the internal audit and no material issues were raised.

**5b. REVIEW CONTROL OF PAYMENTS & BENEFITS POLICY**

The members were reminded of the previous work carried out on developing the above policy and, in view of this, no amendments were required. The MC noted the monitoring report for this policy.

**5c. REVIEW DISCLOSURE OF INTEREST POLICY**

The members were advised of the minor proposed change to the above and referred to the monitoring report for noting.

The above three policies (5a-5c) were proposed for adoption by Mr N Halls, seconded by Mrs R Tinney and unanimously agreed by the MC.

**5d. BUSINESS PLANNING AWAY DAY**

The MC discussed and agreed the proposed programme for the above.

**5e. CFN STAFFING LEVELS**

Following discussion of the above report, the MC requested that the Director implement option 1. The MC will be kept updated.

5f) Committee Meeting Schedule 2023

5g) GWSF Update

5j) SHR Compliance Update

5k) GDPR, FOI, NE, Complaints & Compliments

*Items 5f-5i were noted by the MC.*

**6. A.O.C.B**

None.

**7. DATE OF NEXT MEETING:**

Tuesday, 07 March 2023 at 7.00pm.