

MINUTE OF THE BLENDED MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY, 13 JUNE 2023 AT 7PM

PRESENT

Mr A Scott (Chair)
Mrs M Hutchison
Mr J O'Donnell
Ms G O'Hara
Mrs J Donachy
Mr N Halls
Mr A Young
Mrs R Tinney
Mrs A Jenkins
Mrs C Mcguire
Mrs M Smith*
(*online)

IN ATTENDANCE

Mr P Martin (CEO)
Mrs L Sichi (Deputy CEO)

1a. APOLOGIES FOR ABSENCE

Apologies were tendered for Ms G Hay, Mrs E Conwell, Mrs M Anderson, and Councillor A Casey.

1b. DECLARATIONS OF INTEREST

The CEO and Deputy CEO for agenda item Sb, Note of the Remuneration Meetings.

1e. RELEVANT BUSINESS ITEMS TO BE ADDED TO AGENDA

There was none.

2. ADOPTION OF MINUTES - 09 MAY 2023

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

2a. MATTERS ARISING FROM MEETING - 09 MAY 2023

a) Agenda item Sf, TSS - A member raised that not every tenant had the opportunity to participate in the above due to the lack of follow-up after issuing the initial letter. It was explained that a 40% sample, across every street, was surveyed in line with guidelines. However, it was agreed that the number of tenants surveyed next time will be reviewed as part of the terms of reference. It was noted that the next survey will have a greater emphasis on participation digitally.

3. ADOPTION OF MINUTES SMC - 30 MAY 2023

The above was proposed for approval by Mrs M Hutchison, seconded by Mrs R Tinney and unanimously agreed to by the MC.

3a. MATTERS ARISING FROM MEETING - 30 MAY 2023

The MC re-enforced the requirement to provide clarity around the proposed rule change. This will be incorporated into the Committee Skills policy for adoption by the MC at the August 2023 meeting.

4. **USE OF SEAL**

The above was approved by Mr A Young, seconded by Mr N Halls and unanimously approved by the MC.

5. **GOVERNANCE ISSUES**

a) **CHIEF EXECUTIVE OFFICER REPORT**

The CEO referred to the previously distributed report which covered an update on the staffing and operational restructure, financials, SHR update, digital transformation and CFN.

The CEO noted the MC comments relating to the geographic patch-based HSO's in providing the residents with this information and ensuring the proposed buddy system is implemented. It was also noted that the CFN sub-group of MC members will be meeting shortly.

Following discussion, it was agreed that the CEO be given delegated authority to explore Associate Membership of EVH. Although there is a cost associated with this, it grants MHA access to the health & safety portal which is a benefit as the management of H&S is a key area that requires attention.

The above report was proposed by Mr A Young, seconded by Mr N Halls, and unanimously approved by the MC.

The CEO and Deputy CEO left the meeting at this point.

5b) **NOTE OF REMUNERATION COMMITTEE MEETINGS**

Following discussion on the private & confidential report, the CEO and Deputy CEO were invited to re-join the meeting and were advised that the contents of the report were unanimously approved by the MC.

The CEO and Deputy CEO re-joined the meeting at this point.

5c) **NOTE OF AUDIT & RISK SUB-COMMITTEE MEETING**

The above note of the meeting on 16.05.23 which covered former tenants' arrears, finance report, 30-year cash flow, SHR returns, Review of Treasury Management Policy and Finance & IT Policy 2023/24. The revised Risk Management and Internal Audit Strategies were unanimously approved by the MC.

5d) **BUDGET WORKSHOP REPORT UPDATE**

As previously agreed, an update on the non-financial gains from the above was presented and noted by the MC. It was further noted that a policy on approving and signing lease agreements is required and will be presented to the MC in the future for approval.

5e) **NOTE OF GOVERNANCE SUB-COMMITTEE MEETING**

The private & confidential staffing organisational report was approved by the MC. The remaining contents of the report were noted, including policy reviews, H&S update, CEO appraisal and staff absences.

The above report was proposed by Mr N Halls, seconded by Mr A Young, and unanimously approved by the MC.

5f) NOTE OF COMMITTEE SCRUTINY SESSION ON SCS

The note from the above session on an update on the Stock Condition Survey, was unanimously approved by the MC.

5g) NOTE OF COMMITTEE BRIEFING SESSION ON BP

The note from the above session on an update on the updated Business Plan 2023/26 was proposed by Mrs R Tinney, seconded by Mr A Young and unanimously approved by the MC.

5h) Committee Meeting Schedule 2023

5i) GWSF Update

5j) SHR Compliance Update

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

The above items (5h-5k) were noted by the MC.

6. PRECIS OF BUSINESS FOR MPS BOARD MEETING

The Board Members noted the above from the meeting held on 05.06.23 which covered the MPS Business Plan 2023/24, External audit report on the factoring service, financial updates, and Service Level Agreement for 2023/24.

7. A.O.C.B

- a) Mr John McGuirk - The MC Members wished to record their sadness on the recent passing of John McGuirk, a former committee member and volunteer. The Members also wished to record their appreciation to John for his hard work, time, and commitment to the Association over the years. Condolences are passed to John's family. The funeral details will be forwarded when confirmed.

8. DATE OF NEXT MEETING:

Tuesday, 08 August 2023 at 7.00pm

