

# MINUTES

**COMITTEE:** MANAGEMENT COMMITTEE  
**DATE:** MONDAY 2<sup>ND</sup> DECEMBER 2019  
**VENUE:** CONFERENCE ROOM  
**TIME:** 6:30PM

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ITEM 6.1

**PRESENT:** COLIN CAMPBELL (CHAIR)  
JACKIE McKELVIE MBE (VICE CHAIR)  
JUNE GLANCY (SECRETARY)  
VIVIENNE HEARTON  
DIANE MCCARNEY  
SANDRA RORISON

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**IN ATTENDANCE: -** NICK JARDINE CHIEF EXECUTIVE OFFICER (CEO)  
ANNE CULLEY, DEPUTE CHIEF EXECUTIVE OFFICER (DCEO)  
ALANA DURIN, FINANCE DIRECTOR (FD)  
KATE DAHLSTROM, HOUSING SERVICES& PERFORMANCE DIRECTOR (HS&PD)  
KIRSTY DAVIS, OFFICE MANAGER (MINUTE TAKER)

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**APOLOGIES:-** SANDRA MCMENAMIN (CO-OPTEE)  
JEANETTE DILLON  
RONNY LEE  
SHARON TRITSCHLER

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**REFERENCE:** MIN/MAN/2DEC19/KPD

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## 1.0 CHAIRPERSON'S REMARKS

The Chair welcomed Alison Smith of Allanpark Consultants (presenting Item 3.1) and all members to the meeting.

### 1.1 Health and Safety

**Members noted the relevant Health & Safety information as advised by the Chair.**

### 1.2 Apologies

Apologies were received from Sandra McMemanin, Jeanette Dillon and Ronny Lee

### 1.3 Declaration of Interest

**There were no Declarations of Interest.**

### 1.4 Gift & Hospitality Register

**There were no items.**

## 2.0 DEFERRED ITEMS

- SHIP Programme Confirmation
- GPT Agreement

**Members noted that the deferred items.**

## 3.0 FOR DECISION

### 3.1 Developing the Vision for OTHA

A discussion took place, facilitated by Alison Smith. **Following this discussion, it was agreed the OTHA vision is for, "A forward thinking organisation / growing creating safe desirable attractive places".**

Alison Smith left the meeting at 7:15pm.

### 3.2 Asset Management Report Based on SAMS Analysis

**Members discussed the content of the report and agreed that content would be noted for further discussion following financial modelling.**

### 3.3 ~~Maple Road~~ (*enclosed*) *Contained in report above*

### 3.4 2020-21 Budget ~ First Draft

**Members noted the content of the first draft of the 2020-21 Budget. Final budget will be presented in February 2020.**

### 3.5 2020-21 Rent Consultations Options Report

**Members discussed and agreed with the options for consultation with tenants in January 2020.**

### 3.6 SHAPS Pensions

**Following discussion, it was agreed that it would be prudent to defer a decision until independent advice had been taken.**

### 3.7 Internal Management Planning Day ~ Discussion

It was agreed that a poll be taken to establish availability for a Saturday Internal Management Planning Day.

Presentation of Objectives to be delivered by Senior Officers following planning day.

**The Chair requested Members approval for a Suspension of Standing Orders until 9pm. This was agreed.**

### 3.8 Entitlement, Payments and Benefits

**Members noted the content and agreed with the report recommendation.**

## 4.0 FOR INFORMATION/DISCUSSION

### 4.1 2019/20 IMP 2<sup>nd</sup> Quarter Review

**Members noted the 2019/20 IMP 2<sup>nd</sup> Quarter Review exception report.**

- 4.2 2019/20 Risk Map 2<sup>nd</sup> Quarter Review  
**Noted by Members.**
- 4.3 2019/20 Customer Care 2<sup>nd</sup> Quarter Review  
**Noted by Members.**
- 4.4 2019/20 Complaints 2<sup>nd</sup> Quarter Report  
**Noted by Members.**
- 4.5 2019/20 Cloch 2nd Quarter Oversight Report  
As this report was not available at this time, this **Item required to be deferred until the February 2020 meeting.**
- 4.6 2019/20 Wider Action 2<sup>nd</sup> Quarter Report  
**Members noted the content of the report and agreed with the report recommendations.**
- 4.7 Re:Markable/IIP ~ Gold Award  
**Members noted this item and deferred further discussion until the February 2020 meeting.**
- 4.8 West Stewart Street ~ Update  
**Members noted the verbal update delivered by the DCEO due to the absence of the Development and Technical Services Manager.**
- 5.0 FOR NOTING**
- 5.1 Scottish Public Services Ombudsman's Annual Report 2018-19  
**Noted by Members.**
- 5.2 Scottish Housing News ~ GWSF Charter Report ~ Local still Beautiful  
**Noted by Members.**
- 5.3 SHR ~ Lessons Learned re Assurance Statements  
**Noted by Members.**
- 5.4 GWSF ~ Annual Assurance Statements  
**Noted by Members.**
- 6.0 FOR APPROVAL/RATIFICATION**
- 6.1 Management Committee Meeting of 28<sup>th</sup> October 2019  
**The minutes of the Management Committee meeting of 28<sup>th</sup> October 2019 were proposed by Jackie McKelvie and seconded by Viv Hearton as a true and accurate record of the meeting.**
- 6.2 Housing & Technical Services Sub Committee Meeting of 18<sup>th</sup> June 2019  
**The minutes of the Housing & Technical Services Sub Committee meeting of 18<sup>th</sup> June 2019 were proposed by June Glancy and seconded by Sandra Rorison.**
- 6.3 Matters Arising  
Management Committee Meeting of 28<sup>th</sup> October 2019  
There were no matters arising.  
Housing & Technical Services Sub Committee Meeting of 18<sup>th</sup> June 2019  
There were no matters arising.
- 6.4 Use of Seal  
**Members granted retrospective Use of Seal for the following:-**  
7<sup>th</sup> November 2019  
Cloch HA Ltd – Discharge of Properties from OTHA Security at Maukinhill Phase 3  
20<sup>th</sup> November 2019  
Exclusive Occupancy Agreement, [REDACTED]
- 7.0 AFFILIATIONS/TRAINING & CONFERENCES**
- 7.1 EVH Membership Renewal 2020

- Noted and approved by members.**
- 7.2 SFHA – Advance Notice of Membership Fees for 2020/2021
- Noted and approved by Members.**
- 7.3 Glasgow City Mission ~ Glasgow Winter Night Shelter 2019-20 Financial Support  
Request noted by members.  
**Following discussion, it was agreed that a donation be made to a more local charity (Inverclyde Foodbank £250).**
- 7.4 Broomhill Gardens & Community Hub ~ Request for Donation  
**Following discussion by Members it was agreed to contribute £150.**
- 7.5 CIH Scotland’s Housing Festival March 2020  
**Noted by Members.**
- 7.6 The Big Issue Annual Subscription  
**Members agreed to renew subscription to the Big Issue.**
- 7.7 Inverclyde Women’s Aid Christmas Appeal 2019  
**Following discussion, it was agreed to contribute £500.**
- 8.0 A.O.C.B.**
- SFHA  
Members noted there would be an election hustings taking place at Caledonian University.
- TPAS  
Members noted the list of candidates and agreed preferred candidate.
- Decisions Between Meetings  
**The Register of Decisions Between Meetings was ratified and signed in accordance with procedure for a decision taken regarding Common Fan Servicing.**

**The meeting closed with a vote of thanks to the Chair at 9pm**