
	<b>There will be a meeting of the Management Committee to be held on Tuesday, 25 February 2020 at 7.00 pm in the Association's TEMPORARY offices at the SEC, 63 Kilbowie Road, Clydebank</b>			
<b>Draft Agenda</b>				
<b>Agenda Item Number</b>	<b>Details</b>	<b>Decision/ Approval required (Yes/No)</b>	<b>Estimated time to conclude Agenda Item</b>	<b>FOI info to be published on Web?</b>

1.	Apologies	No		N/A
2.	Chairperson's Remarks	No		N/A
3.	Declaration of Interest	No		N/A
4.	Business Carried Over from Last Meeting	No		N/A
5.	Management Committee External Training/ Conference Feedback (if applicable)	No		N/A
6.	Secretary's Report a) Correspondence b) Share Membership Applications c) MC Applications	Yes		N/A
7.	Approval of Minutes & Actions Notes* a) Management Committee – 28 Jan 20* b) Finance & Corporate Services – 04 Feb 20*	Yes		Yes
8.	Business Arising from the Minutes	Yes		N/A
9.	Ratification of all Minutes	Yes	7.05pm	N/A
10.	Staffing Report and Office Refurbishment Update– Confidential*	Yes	7.10pm	No (C)
11.	Development Report*	Yes	7.30pm	Yes (R)
12.	Cart Street Update – verbal	No		No (C)
13.	Loan Portfolio – In Year Return & proposed change to Delegated Authorities*	Yes	7.35pm	Yes
14.	Proposed Early Repayment of Clydesdale Bank Loan*	Yes	7.40pm	Yes
15.	CHAP Power Gas Price Contract Review – detail to follow	Yes	7.45pm	Yes
16.	Internal and External Audit Tender Update	Yes	7.50pm	Yes
17.	Policy Review – Asset Management Strategy*	Yes		Yes
18.	Policy Review – Value for Money Strategy*	Yes	8.00pm	Yes
19.	Housing Management Software Review*	Yes	8.05pm	No (C)
20.	FOI Quarterly Return*	Yes		Yes
21.	Proposed Bad Debt Write Offs Report - Rents*	Yes		Yes
22.	Legal Issues Report – Housing Management*	Yes		Yes (R)
23.	Health and Safety Report including Risk*	Yes	8.15pm	Yes
24.	Customer Consultation/Communications Update*	Yes	8.20pm	Yes
25.	Centre81 Report*	Yes	8.25pm	Yes (R)

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<b>26.</b>	Focus on Governance/Risk a) Self-Assurance Action Plan update 2019* b) Notifiable Events Register* c) Notifiable Events Training (15 min slot)	<b>No No No</b>	<b>8.45pm</b>	<b>Yes Yes (R) No</b>
<b>27.</b>	Intranet	<b>No</b>		<b>N/A</b>
<b>28.</b>	Signing of Minutes			
<b>29.</b>	Date and Time of Next Meeting/Training Session		<b>8.50pm</b>	
	<b>Circulated to:</b> 1) Mrs Kimberley Tennant (Elected Member) 2) Miss Catherine McGarrity (Elected Member) 3) Mr Paul Shiach (Elected Member) 4) Mr John Hillhouse (Elected Member) 5) Mr John Calderwood (Elected Member) 6) Mr Joe O'Donnell (Elected Member) 7) Ms Doris Smith (Elected Member) 8) Mrs Grace Daly (Elected Member) 9) Cllr John Mooney (Co-opted Member) 10) Cllr Marie McNair (Co-opted Member) 11) Mrs Laura Breeze (Casual vacancy-Jun-19 )  Current Vacancies            1 casual, 1 co-opted Quorum Required            (4 elected members) Numbers in attendance    ( ) Quorum Achieved            Yes/No			

\* Indicates report attached to email

KT/SK 21.02.2020

\*\* Additional Agenda items since draft sent out **highlighted in red**