
	<b>There will be a meeting of the Management Committee to be held on Tuesday, 28 April 2020 at 4.30 pm by VIDEO CONFERENCING link</b>			
<b>Draft Agenda</b>				
Agenda Item Number	Details	Decision/ Approval required (Yes/No)	Estimated time to conclude Agenda Item	FOI info to be published on Web?

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 d) A Sloan Annual Audit Planning Letter – CHA* e) A Sloan Annual Audit Planning Letter – CHA Power*	Yes	4.35pm	N/A
7.	Approval of Minutes & Actions Notes* a) Management Committee – 25 Feb 2020* b) Housing Services S-C – 10 Mar 2020* c) Management Committee decisions per Rule 55 – Update 27 Mar 2020 – carried 03 Apr-2020*	Yes Yes	4.40pm	Yes Yes
8.	Business Arising from the Minutes	Yes		N/A
9.	Ratification of all Minutes	Yes		N/A
10.	Emergency decisions since last meeting*	No	4.45pm	Yes
11.	Development Report*	Yes	5.00pm	Yes (R)
12.	Tenders - update a) Internal Audit* b) External Audit*	No	5.05pm	Yes
13.	Complaints and Compliments* a) Complaints for quarter to 31 March 2020* b) Compliments for quarter to 31 March 2020* c) Complaints for the year to 31 March 2020 – ARC Return*	Yes	5.10pm	Yes
14.	Business Plan 2020-2025 – verbal update	Yes	5.15pm	N/A
15.	Covid-19 Update 6 and Costs to Date*	Yes	5.25pm	Yes
16.	FOI – Quarter 4 Return*	No	5.30pm	Yes
17.	Proposed Mortgage to Rent Purchase – Montrose Street, Clydebank*	Yes	5.35pm	Yes (R)
18.	Health and Safety Report including Risk*	Yes	5.40pm	Yes
19.	Customer Consultation/Communications Update*	No	5.45pm	Yes
20.	Centre81 Report*	No	5.50pm	Yes

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<b>21.</b>	<p>Focus on Governance/Risk</p> <ul style="list-style-type: none"> <li>a) Self-Assurance Action Plan update 2019*</li> <li>b) Self-Assurance Process 2020</li> <li>c) Future MC Meetings – review of current schedule and starting times*</li> <li>d) Notifiable Events Register*</li> <li>e) Management Committee Appraisals - update</li> </ul>	<p>No Yes Yes No No</p>	<p>6.00pm</p>	<p>Yes N/A Yes Yes (R) N/A</p>
<b>22.</b>	Intranet	N/A		N/A
<b>23.</b>	Signing of Minutes	N/A		N/A
<b>24.</b>	Date and Time of Next Meeting/Training Session			
	<p><b>Circulated to:</b></p> <ul style="list-style-type: none"> <li>1) Mrs Kimberley Tennant (Elected Member)</li> <li>2) Miss Catherine McGarrity (Elected Member)</li> <li>3) Mr Paul Shiach (Elected Member)</li> <li>4) Mr John Hillhouse (Elected Member)</li> <li>5) Mr John Calderwood (Elected Member)</li> <li>6) Mr Joe O'Donnell (Elected Member)</li> <li>7) Ms Doris Smith (Elected Member)</li> <li>8) Mrs Grace Daly (Elected Member)</li> <li>9) Cllr John Mooney (Co-opted Member)</li> <li>10) Cllr Marie McNair (Co-opted Member)</li> <li>11) Mrs Laura Breeze (Casual - Jun-19)</li> <li>12) Mr Tom McCormack (Casual - 27-Mar-20)</li> </ul> <p>Current Vacancies                      0 casual, 1 co-opted                      Quorum Required                      (4 elected members)                      Numbers in attendance              ( )                      Quorum Achieved                      Yes/No</p>			

**\*Indicates report attached to email**

**KT/SK 24.04.2020**