

**CLYDEBANK HOUSING ASSOCIATION LTD.**

**TO:** Management Committee (02-Feb-2021) **DATE: 25.01.2021**

**FROM:** Chief Executive

**SUBJECT: Emergency Decisions since last Meeting (For Information)**

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Both Rule 55 of our Model Rules and Section 1.24 of our Standing Orders, Sub-Committee Remits and Delegated Authorities can be relied upon for decisions out with Management Committee meetings. The Management Committee agreed the following decisions since the last meeting (**15 December 2020**) under the terms of our Standing Orders which states: -

**1.24. Emergency Decisions (e.g. HM court action cases, staffing decisions, etc.)**

Where a staff member of the Association is of the opinion that an emergency decision is required to be made by Committee, then he/she should contact at least four elected Committee Members for their authorisation of any action to be taken. A written report thereafter will be submitted to the next Management/Sub- Committee meeting.

The decision reached was as follows: -

**Decision 1** - Email from the Head of Finance & Corporate Services dated 16 December 2020 – Proposed charitable donation request – Y-Sort-It

The Management Committee was informed that the local group, Y-Sort-It had requested donations to enable the purchase of Christmas Toys for local children. The Management Committee was asked to consider a £200 donation and the following members approved this: -

Doris Smith	Joe O'Donnell
Laura Breeze	Kimberley Tennant
Paul Shiach	John Hillhouse
Catherine McGarrity	Grace Daly
Cllr. John Mooney	Cllr. Marie McNair

**Decision 2** – Email from Chief Executive dated 07 January 2021 regarding the Options Appraisal process as follows: -

- 1) MC Meeting to agree Option Appraisal objectives (what the focus will be) - suggested date **Monday 18 January at 6pm**
- 2) MC Meeting to score each Option and a presentation from Arneil Johnstone – **suggested date Tuesday 26 January at 3pm**
- 3) MC to review and approve report - **02 February 2021 at 6.30pm** (It is proposed that the MC meeting scheduled for 26 January is pushed back to 02 February and the scheduled Finance and Corporate Services SC Meeting held the following week on 09 February)

The following members confirmed their approval: -

Doris Smith  
Joe O'Donnell  
Kimberley Tennant  
Cllr. John Mooney  
John Hillhouse

Catherine McGarrity  
Laura Breeze  
Cllr. Marie McNair  
John Calderwood  
Grace Daly

**Decision 3** – The Chief Executive requested that the Management Committee (following their Options Appraisal Meeting 1 on 18 January 2021) considered extending all temporary employment posts until 08 February 2021. A full staffing report would be presented at the next Management Committee meeting on 02 February 2021.

The following members confirmed their approval: -

Doris Smith  
Joe O'Donnell  
Kimberley Tennant  
Cllr. John Mooney  
John Hillhouse  
Paul Shiach

Catherine McGarrity  
Laura Breeze  
Cllr. Marie McNair  
John Calderwood  
Grace Daly