



DRAFT MINUTES OF THE MANAGEMENT COMMITTEE MEETING

HELD ON MONDAY 12 SEPTEMBER 2022 at 7.00p.m.

MEETING HELD IN THE COMMITTEE ROOM OF THE CO-OPERATIVE'S OFFICES

1. SEDERUNT

PRESENT: P. Waddell, J. Gracey, D. Barnes, A. Cushingam. C. Harvey, B, Hartness, D. Miller, C. Cooper

IN ATTENDANCE:

K. Mollins – Interim Director; A. Ali – Governance & Business Improvement Manager;

Apologies: G. McNaught, C. Douglas

Leave of absence: M. Davidson

2. MEETING OF THE MANAGEMENT COMMITTEE

a) 31 August 2022

i) Minute

The minutes of the Management Committee meeting on 31 August 2022 will be deferred to the meeting scheduled on 28 September 2022

3. DECLARATIONS OF INTEREST AND NOTIFIABLE EVENTS

There are seen to be no Committee or staff members with a declaration of interest.

The position on notifiable events to the Scottish Housing Regulator will be deferred to the Committee meeting on 28 September 2022.

4. ELECTION OF OFFICE BEARERS

The Interim Director advised that the Committee requires to appoint the following Officer Bearers positions in accordance with our Standing Orders: -

1. Chairperson
2. Vice Chairperson
3. Chairperson of Audit & Finance - This was deferred to agenda item 6
3. Secretary

i) Election of Chairperson

P. Waddell was proposed by J. Gracey and seconded by D. Barnes.

There was no other nomination and P. Waddell having accepted the nomination was elected as Chairperson for the Co-operative.

ii) Election of Vice Chairperson

D. Barnes was proposed by A. Cushingam and seconded by C. Cooper.

There was no other nomination and D. Barnes having accepted the nomination was elected as Vice Chairperson for the Co-operative

iii) Election of Secretary

There was discussion on whether the Secretary's role should be a staff member, the Director or a Committee member. It was agreed this should continue to be the Governance & Business Improvement Manager.

The Interim Director congratulated the Office Bearers on their appointments.

5. AUTHORISED SIGNATORIES

The Interim Director advised the Committee that it is good practice to update the Co-operative's authorised signatories annually following the appointment of the new Committee at the ANNUAL General Meeting. The Authorised signatories list will inform arrangements for our bank accounts, funding arrangements through the Scottish Government, Glasgow City Council and others.

The list of authorised signatories was as listed:

- Paul Waddell - Chairperson
- David Barnes -

- Joe Gracey -
- Alison Cushingham -
- Charles Harvey
- Mary Davidson (On return from her leave of absence)

- Kenny Mollins - Interim Director
- Anila Ali - Governance & Business Improvement Manager / Secretary
- Malcolm Finnie - Temporary Maintenance Manager
- Janette Meechan - Temporary Maintenance Manager

6. APPOINTMENT OF MEMBERS TO SUB-COMMITTEES

The Interim Director advised the Committee that there was currently one sub-Committee in the Governance structure as listed in the Standing Orders.

In view of the appointment of the new Committee at the Annual General Meeting there is a requirement to appoint members of Committee to the Audit & Finance sub-Committee for 2022-23. He advised that there should be up to 6 members on the sub-committee and advised them of other governance considerations i.e. number s for quorum, position with Co-optees.

The following members of the Management Committee were appointed to the Audit & Finance sub-Committee:

- C. Harvey
- B. Hartness
- D. Miller
- D. Barnes
- A. Cushingham
- C. Cooper

A. Cushingham was proposed by D. Barnes and seconded by P. Waddell D. Barnes.

There was no other nominations and A. Cushingham having accepted the nomination was elected as Chairperson of the Audit & Finance sub-Committee, which is also an Office Beraer position.

The Interim Director advised that Committee of the following:

- There is a scheduled review of the Standing Orders, which would inform the Governance structure to support the work of the Management Committee. He will discuss a date for a development session with the Management Committee.
- The next scheduled meeting of the Audit & Finance sub-Committee was on Tuesday 15 November 2022 at 6.15p.m. and at this meeting there would be:
 - Review of the arrangements for the meetings to ensure they were suitable for all members e.g. schedule of meetings

A. Ali left the meeting



7.. A.O.C.B

Public Holiday – State Funeral of Queen Elizabeth II

The Interim Director provided an e-mail from E. Connelly, E.V.H. in relation to the Government's announcement that Monday 19 September 2022 was a public holiday.

The Committee considered the advice from EVH and possible working issues on the day and agreed to provide staff with paid leave for the public holiday on Monday 19 September 2022.

There was no other business.

8.. DATE OF NEXT COMMITTEE MEETING

Management Committee - Wednesday 28 September 2022 at 6.30p.m. to be held in the Committee room in the Co-operative's office