

CLYDEBANK HOUSING ASSOCIATION LTD.

TO: Management Committee (23-June-2020) **DATE: 19.06.2020**

FROM: Chief Executive

SUBJECT: Emergency Decisions since last Meeting (For Information)

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 following decisions were agreed by the Management Committee since the last meeting 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 decisions reached were as follows: -

Decision 1 - Email from Head of Housing Services Dated 04 June 2020 - Grounds Maintenance Programme

The following members agreed to the three year grounds maintenance contract being awarded to Ground Control limited per the recommendation contained within the tender report.

Doris Smith
Joe O'Donnell
Kimberley Tennant
Laura Breeze

Decision 2 - Email from Head of Housing Services Dated 04 June 2020 – Legionella Testing

The following members agreed that the Association formally appoints HBE (Ireland), with the services of Waterman Environmental also to be used as back up should HBE be unable to provide a service for any reason.

Doris Smith
Joe O'Donnell
Kimberley Tennant
Laura Breeze

Decision 3 - Email from Head of Housing Services Dated 05 June 2020 – Authorisation to use non-listed/approved contractor for emergency works

The following members confirmed their approval to use a non-listed roof contractor to attend an urgent situation involving serious water penetration into a loft space and a residents flat: -

Kimberley Tennant
Doris Smith
Tom McCormack
Cllr. Marie McNair
Cllr. John Mooney




John Hillhouse
Joe O'Donnell
Paul Shiach
Laura Breeze
Catherine McGarrity

Decision 4 - Email from Chief Executive Dated 11 June 2020 – Staffing Requirements


The following members confirmed their approval of the recommendations contained within the email below:

Joe O'Donnell
Tom McCormack
John Hillhouse
Cllr. McNair
Paul Shiach

Laura Breeze
Kimberley Tennant
Cllr. John Mooney
Doris Smith
Catherine McGarrity

- 1) 
- 2) 
- 3) 
- 4) That we source consultancy services for larger pieces of maintenance related work including health and safety compliance and recording as required. The Management Committee to be kept informed of proposed services required and costs once information to hand.

Decision 5 - Email from Head of Finance & Corporate Services Executive Dated 16 June 2020 – Budget Holders/Change of Limits

The following members agreed that due to our , that his Budget approval limit is increased from £1,000 to £5,000 during this interim period.

John Hillhouse
Catherine McGarrity

Kimberley Tennant
Tom McCormack