
	There will be a meeting of the Management Committee to be held on Tuesday, 29 June 2021 at 6.30 pm by VIDEO CONFERENCING link			
	Draft Agenda			
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) AGM 2021 update*	Yes	6.35pm	Yes
7.	Approval of Minutes & Actions Notes* a) Management Committee – 25 May 2021* b) Actions from MC Meeting – 25 May 2021*	Yes No	6.40pm	Yes Yes
8.	Business Arising from the Minutes	Yes		N/A
9.	Ratification of all Minutes	Yes		N/A
10.	Clydebank HA Accounts to 31 March 2021 (Alexander Sloan Auditors in attendance)*	Yes		Yes
11.	Audit Findings Report – Clydebank HA*	Yes		Yes
12.	Letter of Representation – Clydebank HA*	Yes		Yes
13.	CHA Power Ltd Accounts to 31 March 2021 (Alexander Sloan Auditors in attendance)*	Yes		Yes
14.	Audit Findings Report – CHA Power Ltd*	Yes		Yes
15.	Letter of Representation – CHA Power Ltd*	Yes	7.00pm	Yes
16.	Staffing Report*	Yes	7.10pm	No(C)
17.	Development Report*	No	7.25pm	Yes(R)
18.	SHR Five Year Financial Projections (FYFP) – to follow on Tuesday	Yes	7.35pm	Yes
19.	Declaration of Interest/Entitlements, Payments & Benefits/Gifts & Hospitality Report 2020/21*	Yes	7.40pm	Yes
20.	WDC Letting Targets and Contribution Statement or 2021/22 (verbal update)	No	7.45pm	N/A

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21.	GDPR Action Plan*	No	7.50pm	Yes
22.	Kelio Time system*	Yes	7.55pm	Yes
23.	Expense Claims – (a) May 2021* – (b) June 2021*	Yes	8.00pm	Yes(R)
24.	Wider Role/Centre81 Report*	No	8.05pm	Yes
25.	Customer Engagement/Consultation Report*	No	8.15pm	Yes
26.	Health & Safety/Compliance Reporting*	No	8.20pm	Yes
27.	Focus on Governance/Risk a) Self-Assurance Action Plan 2021 b) Notifiable Events Register* c) Management Committee Appraisals – update	No No No	8.30pm	N/A Yes(R) N/A
28.	Intranet	N/A		N/A
29.	Signing of Minutes	N/A		N/A
30.	Date and Time of Next Meeting/Training Session			
	Circulated to: 1) Mrs Kimberley Tennant (Elected Member) 2) Miss Catherine McGarrity (Casual Vacancy) 3) Mr Paul Shiach (Elected Member) 4) Mr John Hillhouse (Elected Member) 5) Mr Joe O'Donnell (Elected Member) 6) Ms Doris Smith (Elected Member) 7) Mrs Grace Daly (Casual Vacancy) 8) Mrs Laura Breeze (Elected Member) 9) Mrs Kathleen Brown (Elected Member) 10) Cllr John Mooney (Co-opted Member) 11) Cllr Diane Docherty (Co-opted Member) Current Vacancies 2 casual, 2 co-opted Quorum Required (4 elected members) Numbers in attendance () Quorum Achieved Yes/No			

***Indicates report attached to email**

KT/LL 25.06.2021