



**MEETING OF THE OSPREY HOUSING MORAY
COMMITTEE OF MANAGEMENT
16 SEPTEMBER 2020 AT 14:30
VIA ZOOM**

Present: Les Allan Shareholder & Committee Chair (LA)
Brian Watson Shareholder & Committee Vice Chair (BW)
Robert Hepburn, Parent Shareholder & Committee Member (RH)
Mike Scott Shareholder & Committee Member (MS)
Brian Topping, Shareholder & Committee Member (BT)
Kate Darbyshire Shareholder & Committee Member (KD)
Jim Milne Shareholder & Committee Member (JM)
Mike McClaffery Shareholder & Committee Member (MMcC)

Attending: Glenn Adcook, CEO Osprey Group (CEO)
Gary Walker, CFO Osprey Group (CFO)
Clare Ruxton, CSM Osprey Group (CSM)
Stacy Angus, HSM Osprey Group (HSM)
Sofia Redford, CSO Osprey Group (CSO)

Minute No	Subject	Action
1.	ADMINISTRATION	
1.1	Welcome and Apologies There were no apologies.	CEO
1.2	Declarations of Interest There were no changes to the standing Declarations of Interest.	CEO
1.3	Election of Chair The CEO invited nominations for the position of Chair of Osprey Housing Moray CoM. Les Allan was nominated by Brian Topping and this was seconded by Mike McClafferty.	CEO

	There were no further nominations and Les Allan was unanimously elected and accepted the position of Chair of Osprey Housing Moray Committee of Management.	
1.4	<p>Election of Vice Chair</p> <p>The Chair invited nominations for the position of Vice Chair of the Osprey Housing Moray Committee of Management. Brian Watson was nominated by Mike McClafferty and this was seconded by Brian Topping.</p> <p>There were no further nominations and Brian Watson was unanimously elected and accepted the position of Vice Chair of the Osprey Housing Moray Committee of Management.</p>	Chair
2.	ITEMS FOR DECISION	
2.1	<p>OHM Rules - Approval</p> <p>The Chair reminded the CoM that the revised Rules approved at the earlier OHM SGM required adoption by the CoM.</p> <p>The changes to the Rules will contribute to facilitating the Transfer of Engagement and also allow for virtual meetings to be held.</p> <p>Adoption of the revised Osprey Housing Moray Rules was proposed by KD, seconded by JM.</p>	Chair
2.2	<p>Transfer of Engagements: Business Case - Approval</p> <p><i>RH, BT and MS declared an interest as OH Board members. The OHM CoM members agreed that they could remain in the meeting and take part in the discussion but were not able to take part in the decision making.</i></p> <p>The CEO presented and commended to the Board the comprehensive Business Case document for the proposed Transfer of Engagement which will be submitted to the SHR. TPAS as Independent Tenant adviser and funders.</p> <p>The emphasis of the Business Case is on presenting a robust plan on why it is being recommended, how it will be conducted, risks involved, benefits to the tenants/the business, tenant engagement arrangements, the tenant offer, governance and constitutional arrangements. The</p>	CEO

	<p>proposal creates a single entity RSL by collapsing OHM into OH.</p> <p>The CoM considered the Business Case in detail and were satisfied it represents a robust, logical and beneficial step for the organisation and for tenants.</p> <p>Approval of the Business Case was proposed by BW and seconded by MMcC.</p> <p>The HSM informed the CoM that the OH “offer” to OHM tenants is due to be posted out on 17 September. A review of the offer will take place at a meeting attended by the Chairs and Vice Chairs of the Governing Bodies plus the Chairs of the Sub Committees who have been given delegated authority by the Governing Bodies to review and revise the offer subject to tenant feedback from the tenant engagement process. The date for the meeting was agreed as Wednesday 21 October.</p> <p>The OHM tenant ballot will commence on 16 November, be conducted by independent ballot organisation Civica (formerly Electoral Reform Society) and weekly updates on returns will be circulated to all GB members.</p>	
<p>2.3</p>	<p>Composition of Committees – Discussion</p> <p>The CEO expressed a view that in the interests of stability and continuity while complex matters including the Transfer of Engagements are underway it would be beneficial if the Sub-Committee composition could remain as it is. While the CoM are prepared to adopt that position it was agreed the CSO confirm with all sub-committee members that they are willing to continue serving on the respective sub-committees for the next Governance year.</p> <p>The CoM approved the proposal.</p>	
<p>3.</p>	<p>ITEMS FOR ASSURANCE / CHALLENGE</p>	
<p>3.1</p>	<p>Assurance Statement/Tenants Report – Verbal update.</p> <p>The CEO informed the Board that due to the impact of the Covid-19 pandemic the SHR has revised the submission dates for the Assurance Statement and Tenants Report to 30 November and 31 December respectively.</p>	<p>CEO</p>

	The CoM noted that both will be presented for approval at the Joint Meeting of the Governing Bodies on 25 November.	
4.	Any Other Competent Business The CoM were showed the Osprey Scottish Housing Day 2020 video.	CEO
5.	ITEMS PREVIOUSLY CIRCULATED TO MEMBERS FOR INFORMATION	
6.	DATE OF NEXT MEETING 25 November 2020 at 10:00	

Date: _____ Les Allan _____

Signed: _____ 25/11/20 _____