

**MINUTES OF THE FULL MANAGEMENT COMMITTEE MEETING HELD
ON WEDNESDAY 31st MAY 2006.**

1 SEDERUNT

J GRACEY	CHAIR
R McCANN MBE	SECRETARY
M DAVIDSON	VICE-CHAIR
C HARVEY	TREASURER
A SWEATON	COMMITTEE MEMBER
M KERR	COMMITTEE MEMBER
L BROWN	COMMITTEE MEMBER
P THOMSON	CO-OPTED MEMBER
J WARLEY	CO-OPTED MEMBER

APOLOGIES

J CRAWLEY	LEAVE OF ABSENCE
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IN ATTENDANCE

J McMORROW	DIRECTOR
N GORDON	CORE SERVICES MANAGER
J McCUAIG	PROPERTY SERVICES

The meeting opened at 6.35pm.

2 PREVIOUS MINUTES

The previous minutes of 26th April 2006 were proposed a true record by J Gracey and seconded by C Harvey.

3 MATTERS ARISING

3.1 SFHA Affiliation

Committee noted the report circulated with the agenda and consideration was given to whether the organisation would affiliate to SFHA.

After consideration it was agreed to affiliate for this year with SFHA advised that the organisation expects to see additional support mechanisms developed over the year.

3.2 Meeting Programme & Priorities

Committee noted the report circulated with the agenda and approval was given to the revised programme and priorities over the year.

The Director was delegated to arrange the Internal Management Plan away day.

There were no other matters arising from the previous minutes.

4 DECLARATION OF INTEREST

There were no declarations of interest noted at the meeting.

5 HEALTH & SAFETY

Committee considered whether there were any issues of a Health & Safety matter.

It was noted that the safety inspection would be carried out at the tea break.

No matters were raised at the meeting.

6 ANNUAL PERFORMANCE STATISTICAL RETURN

Committee reviewed the annual performance statistical return that was circulated with the agenda.

The APSR was duly approved at the meeting.

7 ARREARS REPORT

Committee noted that the arrears report for the period ending April 2006 along with a comparison of the previous financial year outturn figures.

The Core Services Manager highlighted the high arrears cases at the meeting.

These were duly considered and the action noted was agreed.

Committee also noted the benchmarking information relating to GECOF members. It was noted that Blairtummock and Lochfield Park are still to complete their information.

It was noted that this report includes information on the following agenda items such as maintenance, estate issues (complaints) and other issues including allocations.

8 ESTATE ISSUES

Committee reviewed the contents of the Estate Issues report circulated at the meeting.

It was agreed and the contents were duly considered and the recommendations made were approved.

9 FINANCIAL APPRAISAL COMMUNITIES SCOTLAND

Committee reviewed the contents of the Financial Appraisal monitoring report that was to be submitted to Communities Scotland and the explanation of why this monitoring was being carried out.

After consideration the contents were duly approved.

10 MAINTENANCE REPORT

Committee reviewed the contents of the Maintenance report circulated at the meeting and the contents were duly considered and approved.

Committee expressed their satisfaction with the gas safety servicing figures with 100% of servicing carried out within the timescales required.

Committee noted the outcome of the Estate Maintenance tender and Close Cleaning tender along with the duties to be carried out as part of this contract.

It was noted at the meeting there appears to be some teething problems with the contract and it was agreed that J McCuaig take these matters up with the contractor.

It was noted in the report that J McCuaig is liaison with Crudens regarding outstanding latent defects and he was requested to chase up the issue of the road flooding at Halliburton due to the road camber.

11 CONSORTIA REPORT

Consideration was given to the report circulated with the agenda on the outcome of consortia work and after consideration this was duly noted.

It was agreed to review all consortia agreements in the same month to allow consistency in approach.

Consideration was given to the impact of the Moriehall services and it was noted that the Minister would direct the revised management agreement as outlined at the last meeting.

It was agreed to extend all joint appointments with Moriehall as a consequence of such and also to amend P Littlewood's contract to that of Housing Officer when the current contract expires.

Consideration was given to the members of Easthall Park who are Parent Directors on Moriehall and it was agreed that J Crawley will be replaced by M Davidson.

12 CORRESPONDENCE

Committee noted the following correspondence received:

12.1 GECOF Tenant Conference

Committee noted details of the GECOF tenant conference to be held in the Glenburn Centre on the 12th June.

12.2 Communities Scotland Précis no 82

It was noted that Communities Scotland has issued the above report on Building a Better Deal: an evaluation of new procurement methods.

12.3 Lochfield Park Opening

The Committee noted details of the above opening and their planned celebration to be held on Friday 2nd June.

12.4 The Pensions Trust – Accounting Disclosures

It was noted that the above details have been received outlining requirements for disclosures relating to Pensions requirements.

A copy will be issued to our auditor.

12.5 Antisocial Behaviour Taskforce

Committee examined the above newsletter and it was noted that this has not been received in any of the homes of those in attendance.

This information will be passed onto the taskforce.

12.6 Section 68 Housing (Scotland) Act 2001

Committee noted details of the above guidance received relating to Ministers power to direct management of stock.

13 AOCB

13.1 Shared Ownership Buy Back

It was noted that the office have been contacted by a sharing owner with a view to determining whether we would consider buying back their share.

It was agreed that in principle that this was acceptable and therefore the owner was to be contacted to take this forward subject to necessary approvals being received.

13.2 Mobile Phone Review

Committee noted that a review has been carried out of the current contract and that a new contract should bring savings based on current usage. This was therefore approved.

There was no other competent business therefore the meeting was duly closed.

Meeting Closed at 8.30pm.

Minutes Approved.....Date.....