

**MINUTES OF THE FULL MANAGEMENT COMMITTEE
MEETING HELD ON WEDNESDAY 28th FEBRUARY 2007.**

1 SEDERUNT

J GRACEY	CHAIR
R McCANN MBE	SECRETARY
M DAVIDSON	VICE-CHAIR
C HARVEY	TREASURER
M KERR	COMMITTEE MEMBER
A SWEATON	COMMITTEE MEMBER
S CAMPBELL	COMMITTEE MEMBER
C COOPER	COMMITTEE MEMBER
C SKEWIS	COMMITTEE MEMBER
J WARLEY	CO-OPTED MEMBER
P THOMSON	CO-OPTED MEMBER
S KEEGAN	CO-OPTED MEMBER

APOLOGIES

NONE

IN ATTENDANCE

J McMORROW	DIRECTOR
J McNICHOL	DEVELOPMENT MANAGER
A ROY	FINANCE MANAGER
N GORDON	CORE SERVICES MANAGER

The meeting opened at 6.35pm.

Everyone was welcomed to a special meeting as this marked the 15th anniversary of the Co-operative taking ownership of properties from Glasgow City Council.

It was also noted that the Co-operative had a visit from Tony Blair the Prime Minister, which was an excellent way to begin our 15th year.

It was reported that L Brown had tendered her resignation due to personal commitments.

2 PREVIOUS MINUTES

The previous minutes of 31st January 2007 were proposed a true record by M Davidson and seconded by R McCann.

3 MATTERS ARISING

3.1 Local Housing Organisation 2nd Stage Transfer Bid

Committee noted the details for the report circulated with the agenda along with the letter to Glasgow West of Scotland Forum from Rhona Brankin. It was reported that we are still to receive guidance from Communities Scotland regarding seedcorn funding for bids.

Committee agreed that work be carried out to determine our valuation of the stock based on current assumptions regarding demolitions and this was to include funding for regeneration of the stock.

There were no other matters arising from the previous minutes.

At this point in the meeting it was agreed to take agenda items 10, 12 and 13 to allow N Gordon to leave the meeting early.

10 ARREARS REPORT

Committee noted that the arrears report for the period ending January 2007 along with a comparison of the previous month and financial year outturn figures.

It was reported that the current tenant arrears were at 1.81%, which is a reduction of 0.99% since March 2006.

It was noted that technical arrears have increased due to housing benefit paying four weekly rather than monthly however this figure should reduce in March with the 13th payment being made.

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

Committee also noted the position with void arrears and owners.

These were duly considered and the action noted was agreed.

12 ESTATE ISSUES REPORT & POLICY

Committee reviewed the contents of the Estate Issues report circulated with the agenda.

It was highlighted that the overall number of complaints in the third quarter were down slightly than the two previous quarters with no very serious complaints in this period.

Committee reviewed the court action and repeat complaints and it was agreed that in relation to case F the Co-operative seek the views of the solicitor whether there is any likelihood of progressing this case based on the availability of evidence.

Action highlighted in the other cases were agreed as per the report circulated.

Committee also noted the outcome of the neighbour complaints survey.

Consideration was given to the revised Estate Management policy as circulated with the agenda and a summary of the main amendments was circulated at the meeting.

This was reviewed and the policy was agreed with the proviso that staff had delegated authority to grant medical exemption from garden maintenance and only if in doubt that a medical exemption from a medical practitioner be required.

13 NEIGHBOUR NUISANCE POLICY

Committee reviewed the contents of the Neighbour Nuisance policy along with the proposed amendments in policy that were circulated with the agenda.

After consideration this was policy was duly approved.

N Gordon was thanked for his contribution and left the meeting.

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 reported that the safety inspection would be carried out at the tea break.

No other matters were raised at the meeting.

6 FINANCIAL REGULATIONS & PROCEDURES

Committee reviewed the Financial Regulations & Procedures that were circulated with the agenda.

It was agreed to add two new cheque signatories namely A Roy and N Gordon.

After consideration the policy and procedures were duly approved.

7 MANAGEMENT ACCOUNTS

Committee reviewed the management accounts for the period ending December 2006 that was circulated with the agenda.

Consideration was given to a number of factors including the variance in repairs, general expenditure and the penalty paid for the CIS return being late.

It was also reported that £800,000 has been set-aside in the bid deposit account for 3 months from February at an interest rate of 5.17% and that this will be reviewed at this point as indications are that interest rates would rise.

A Roy was thanked for her contribution and left the meeting.

8 REGENERATION REPORT

Committee considered the various regeneration reports as circulated with the agenda and the following were agreed:

8.1 Development Issues

Committee noted the Kildermorie Phase 10 project report and the contents were duly noted.

Committee reviewed the Kildermorie Phase 11 project report and it was agreed to examine the benefits of working with the same design team.

8.2 Wider Agenda Issues

Committee reviewed the reports circulated in relation to wider agenda activities along with the wider role funding plan and these items were noted.

It was reported that a meeting would be held with Communities Scotland to review what funding they would provide and this meeting would be held in March.

There was an extension of standing orders and this was approved.

9 CORRESPONDENCE

Committee noted the following correspondence:

- EVH Website username and password details
- EVH one day seminar and AGM 25th March 2007
- Pension Scheme review of benefits and questionnaire – it was agreed to discuss this at the next meeting after attendance at the SFHA Pension Scheme seminar
- Naftalin Duncan amendment to disposition – this was signed by R McCann Secretary, J Gracey and M Davidson and duly witnessed by J McMorro on behalf of the Committee
- SFHA Affiliate Membership Renewal 2007/08 - Committee agreed to discuss at the next meeting
- SFHA Consultative Network meeting timetable
- Scottish Public Services Ombudsman Valuing Complaints

Initiative leaflet and letter – it was reported that this information has been encapsulated in the review of Complaints policy and procedures that would be discussed at agenda item 11

11 COMPLAINTS POLICY & PROCEDURE

Committee reviewed the complaints policy and procedures that were circulated with the agenda and after consideration this was duly approved.

It was noted that the procedures are the same and that the main changes are to reflect the Scottish Public Services Ombudsman principles of valuing complaints information.

14 AOCB

14.1 15th Anniversary Gala Day Celebrations

Committee noted the costs of last years gala day along with costs for the visit by the Prime Minister to be paid to Easthall Residents Association.

Consideration was given to the date and some initial plans for this year with the emphasis on celebrating the organisations 15th year of delivering services to the community.

It was noted that normally the gala day would be held on the last Friday before the school holidays however this was the 10th August and the date clashed with a wedding being held in the Glenburn Centre it was agreed to hold this one week earlier on the 3rd August 2007.

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

Meeting Closed at 9.00pm.

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