

**MINUTES OF THE FULL MANAGEMENT COMMITTEE
MEETING HELD ON WEDNESDAY 25th APRIL 2007.**

1 SEDERUNT

M DAVIDSON	VICE-CHAIR
C HARVEY	TREASURER
R McCANN MBE	SECRETARY
M KERR	COMMITTEE MEMBER
C SKEWIS	COMMITTEE MEMBER
J WARLEY	CO-OPTED MEMBER

APOLOGIES

J GRACEY	CHAIR
A SWEATON	COMMITTEE MEMBER
C COOPER	COMMITTEE MEMBER
P THOMSON	CO-OPTED MEMBER
S KEEGAN	CO-OPTED MEMBER

IN ATTENDANCE

J McMORROW	DIRECTOR
N GORDON	CORE SERVICES MANAGER

The meeting opened at 6.35pm. M Davidson chaired the meeting in the absence of the Chairperson.

2 PREVIOUS MINUTES

It was noted that apologies for M Kerr and J Warley had been missed from the minute and with this one amendment the previous minutes of 28th March 2007 were proposed a true record by R McCann and seconded by C Harvey.

3 MATTERS ARISING

3.1 Training Needs

Committee reviewed training requirements and it was agreed to prepare a programme of training based on the review.

It was also agreed that wherever possible training would be carried out in-house and along with other partner organisations such as Moriehall Housing Association.

It was agreed that evenings was the preferred time with proposed dates to alternate between Monday and Wednesday evenings.

3.2 Equal Opportunities Policy

Consideration was given to the draft equal opportunities policy and action carried out within the last year.

After consideration the policy was duly approved.

It was agreed that year 2 actions are acceptable with additional work on participation in the employment service “Positive about Disability” and additional training to be carried out on equality issues.

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.

No matters were raised at the meeting.

6 MEETING PROGRAMME & PRIORITIES

Committee reviewed the report on the meeting programme and this was agreed.

7 CONSORTIA REPORT

Committee reviewed the contents of the report circulated along

with the agenda outlining work with our key partners and relevant management agreements.

After consideration the following was agreed:

Easthall Residents Association

Amendments to Management Agreement noted along with working group remit. It was agreed that these be presented to Easthall Residents Association for consideration.

Moriehall Housing Association

Revised Management Agreement along with working group remit to be presented to Moriehall for consideration.

Wellhouse Housing Association

Terms of revised agreement acceptable and this to be signed as soon as practical.

8 MAINTENANCE REPORT

Committee reviewed the maintenance report that was presented at the meeting.

Committee noted the gas safety inspections carried out and the action taken to resolve issues with regard to those outwith the timescales.

It was noted that staff are developing were possible an appointment-based repairs system and how this progresses will be reported at further meetings.

Consideration was also given to the list of approved Contractors and the list was approved as per the costings submitted with one exception namely Scotia to become first point of call for plumbers as Devine Builders only has limited manpower and this would be used when Devine are carrying out such work as kitchen renewals etc.

9 SCHEDULE 7 REPORT

Committee noted that Schedule 7 report for the period covering October 06 to March 07.

Contained within this report was also a list of Gifts & Hospitality offered and received and the contents were duly noted.

It was agreed that the next report would be presented in October 2007.

10 CORRESPONDENCE

Committee noted the following correspondence received:

- EVH Association of British Insurers draft letter confirming EVH members have been assessed under the making the market work scheme
- GEDC – Details of Glasgow East Environmental Team
- SFHA
 - Annual Conference in Glasgow 7th & 8th June 2007
 - Regeneration Conference – 31st May 2007
 - April 2007 Dispatches
- EVH Annual Conference November/December 2007
- Glasgow East Regeneration Agency
- Communities Scotland Guidance Notes:
 - 2007/06 HAG Financial Appraisal
 - 2007/04 Notifiable Events
 - 2007/08 Strategy & Development Funding Plans
 - Group Structures & Constitutional Partnership consultation
 - Strategic Housing Investment Plans Guidance

Consideration was given to the number of conference events along with numbers who could attend and given the value of such it was agreed that the Director as part of the training programme develop proposals as to how best the organisation could benefit from such events.

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

11 MEMBERSHIP REPORT

Committee reviewed the membership report and the contents were duly noted.

12 ALLOCATIONS REPORT

Committee reviewed the allocations report and after consideration the annual lettings plan was agreed subject to the review of the allocations policy that is due in June 2007.

13 PROCUREMENT POLICY

Consideration was given to the Procurement Policy circulated with the agenda and this was approved subject to minor amendments.

14 TENANT PARTICIPATION POLICY

Committee reviewed the report and tenant participation policy and this was agreed subject to the inclusion of the website being included as a participation method.

15 AOCB

15.1 Gas Call

It was reported that Gas Call has no staff for Emergencies after 8.00pm.

It was agreed to investigate this.

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

Meeting Closed at 9.00pm.

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