

**MINUTES OF THE FULL MANAGEMENT COMMITTEE
MEETING HELD ON WEDNESDAY 30th MAY 2007.**

1 SEDERUNT

J GRACEY	CHAIR
R McCANN MBE	SECRETARY
M DAVIDSON	VICE-CHAIR
S CAMPBELL	COMMITTEE MEMBER
C COOPER	COMMITTEE MEMBER
P THOMSON	CO-OPTED MEMBER
J WARLEY	CO-OPTED MEMBER

APOLOGIES

C SKEWIS	COMMITTEE MEMBER
M KERR	COMMITTEE MEMBER

IN ATTENDANCE

J McMORROW	DIRECTOR
N GORDON	CORE SERVICES MANAGER

The meeting opened at 6.30pm.

2 PREVIOUS MINUTES

The previous minutes of 25th April 2007 were proposed a true record by M Davidson and seconded by R McCann.

3 MATTERS ARISING

3.1 Training Review

Committee reviewed the report circulated with the agenda.

After consideration the joint training programme was agreed. With regard to conferences a debate was held on what conferences should be attended and it was agreed that there would be two main conferences attended per year.

Consideration was given to the maximum numbers to attend any one given conference and there was a vote held with three voting for 4 members and four voting for three members. Therefore it was agreed that the maximum attending any one conference would be three.

Consideration was given to the Internal Management Plan review day and it was agreed to hold this in the Garfield Hotel.

J Gracey, M Davidson and S Campbell were designated as the members to attend the EVH annual conference.

3.2 Equal Opportunities Policy

J Gracey and J McMorrow signed the equal opportunities statement that would be made publicly available outlining the organisations commitment to equality of opportunity.

3.3 Management Agreements

The Management Agreement(s) were presented at the meeting for signing and M Davidson, S Campbell and the Secretary R McCann on behalf of the organisation duly signed these.

It was noted that R McCann has tendered her resignation as “Parent” member of Moriehall Housing Association.

It was agreed that P Thompson would take up this vacancy on behalf of the Co-operative.

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 ANNUAL PERFORMANCE STATISTICAL RETURN

Committee reviewed the annual performance statistical return that was circulated.

The annual performance statistical return was duly approved at the meeting.

7 MANAGEMENT ACCOUNTS

Committee reviewed the management accounts for the period ending March 2007 that was circulated with the agenda.

8 ARREARS REPORT

Committee noted the arrears report for the period ending March 2007 along with figures for April 2007.

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

In relation to case reported these were duly considered and the action noted was agreed.

9 ESTATE ISSUES

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

The contents were duly considered and the recommendations made were approved.

10 FINANCIAL APPRAISAL COMMUNITIES SCOTLAND

Committee noted that the contents of the Financial Appraisal monitoring report that was to be submitted to Communities Scotland was still to be completed as Communities Scotland have not issued this.

It was agreed that this would be presented to the next meeting.

11 RISK MANAGEMENT POLICY

Committee reviewed the contents of the Risk Management policy that was circulated with the agenda and the contents were duly considered and approved.

12 CORRESPONDENCE

Committee noted the following correspondence received:

- GCC Notice of public consultation on Glasgow City Plan 2
- Donation Request
 - Easthall Nursery School – summer outing – It was agreed to donate £100
 - Friends of Provan Hall – no donation granted
- Communities Scotland
 - Application for Seedcorn Grant – letter outlining that this will be delayed until after GHA issue their next valuation.
- Glasgow Community & Safety Services - Invitation to participate in Anti-social support services – it was agreed not to participate in this for the time being and concern was raised that this service is free to owners but not to others.
- Scottish Housing – Best Value Network – Invitation to join Benchmarking Service – it was agreed not to join this.
- Right to Buy Application – Phase 3 – it was noted that an application to purchase has been made and this is now being progressed via the Co-operative's solicitors.
- Election Scotland 2007 Results – Committee noted details of the local government elections and it was reported that GECOF are holding meetings with both the SNP and Labour Councillors on the 6th and 13th of June.
- Employers in Voluntary Housing – Support to members on

disciplinary matters and Scottish Committee Members of the Year Award proforma received.

13 AOCB

13.1 15th Anniversary Gala Day

Consideration was given to plans for the 15th anniversary and approval was given for a competition to be held with a special prize on the day.

Consideration was given to the costs of the proposals and these were approved.

It was also agreed to obtain the services of a specialist photographer for this event.

13.2 Energy Efficiency & Renewable Energy

Committee noted that an energy audit has been carried out and they considered the report circulated at the meeting outlining proposals to make the office and Glenburn Centre more efficient.

The proposals were accepted and the Core Services Manager was asked to progress this.

13.3 Reception Area

Approval was sought to purchase a plasma screen for the reception area and this was approved.

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

Meeting Closed at 8.30pm.

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