

**MINUTES OF THE FULL MANAGEMENT COMMITTEE
MEETING HELD ON WEDNESDAY 26th MARCH 2008.**

1 SEDERUNT

M DAVIDSON	VICE-CHAIR
C HARVEY	SECRETARY
A SWEATON	TREASURER
M KERR	COMMITTEE MEMBER
C SKEWIS	COMMITTEE MEMBER
C COOPER	COMMITTEE MEMBER
N RYAN	COMMITTEE MEMBER
P THOMSON	CO-OPTED MEMBER

APOLOGIES

J GRACEY	CHAIR
J GALLAGHER	COMMITTEE MEMBER
J WARLEY	CO-OPTED MEMBER
S CAMPBELL	LEAVE OF ABSENCE

IN ATTENDANCE

J McMORROW	DIRECTOR
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The meeting opened at 6.30pm.

M Davidson chaired the meeting in the absence of the Chairperson.

It was reported that S Keegan agreed to resign as a consequence of the Co-operative's rules only allowing one third of co-options. Committee expressed their thanks for all the work he has carried out in the past.

2 PREVIOUS MINUTES

The previous minutes of 27th February 2008 were proposed a true record by M Kerr and seconded by A Sweaton.

3 MATTERS ARISING

There were no 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 an inspection of the offices had been carried out prior to the start of the meeting and the only thing required was a general tidy up particularly in the archive room.

No other matters were raised at the meeting.

6 STAFFING REPORT

Committee reviewed the contents of the Staffing report circulated with the agenda along with the Equal Opportunities report circulated at the meeting outlining the information relating to the equality information received as a consequence of advertising the Core Services Manager post.

These reports were duly noted and approved.

7 TENANT PARTICIPATION REPORT

Committee reviewed the contents of the Tenant Participation report that was circulated with the agenda.

Progress against the action plan was noted.

It was agreed that future surveys would focus in on seven key questions as outlined within the report.

8 CORRESPONDENCE

Committee noted the following correspondence:

- SFHA Affiliation request for 2008/09 - £4,853.91, it was agreed to affiliate to the SFHA. Committee also noted that as part of affiliation Directors and Officers liability

insurance was made available.

- GCC authorised signatories request – Committee approved the signatory list circulated.
- Stepford Sports park Wider Role contribution increased to £60,000.

9 TRAINING REVIEW

Committee considered the training review report circulated with the agenda and after consideration the programme of training was agreed.

It was also agreed that consideration be given to the timing of the programme to ensure that as many members were available and therefore all members were to be contacted with their views on best times to hold the training.

10 AOCB

10.1 Equality & Diversity

Committee noted the possibility of offering video conferencing facilities to the Outer Hebrides to allow access to interpreters and this was agreed.

10.2 Insurance 2008/09

Committee noted that the insurance renewal has been received with slight increases on last years figure and this was approved.

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

Meeting Closed at 7.30pm.

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