

**MINUTES OF THE FULL MANAGEMENT COMMITTEE  
MEETING HELD ON WEDNESDAY 30<sup>th</sup> APRIL 2008.**

**1 SEDERUNT**

<b>M DAVIDSON</b>	<b>VICE-CHAIR</b>
<b>A SWEATON</b>	<b>TREASURER</b>
<b>C HARVEY</b>	<b>SECRETARY</b>
<b>M KERR</b>	<b>COMMITTEE MEMBER</b>
<b>C SKEWIS</b>	<b>COMMITTEE MEMBER</b>
<b>J GALLAGHER</b>	<b>COMMITTEE MEMBER</b>
<b>C COOPER</b>	<b>COMMITTEE MEMBER</b>
<b>J WALKER</b>	<b>CO-OPTED MEMBER</b>
<b>P THOMSON</b>	<b>CO-OPTED MEMBER</b>

**APOLOGIES**

<b>J GRACEY</b>	<b>CHAIR</b>
<b>N RYAN</b>	<b>COMMITTEE MEMBER</b>
<b>S CAMPBELL</b>	<b>LEAVE OF ABSENCE</b>
<b>J WARLEY</b>	<b>LEAVE OF ABSENCE</b>

**IN ATTENDANCE**

<b>J McMORROW</b>	<b>DIRECTOR</b>
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The meeting opened at 6.30pm. M Davidson chaired the meeting in the absence of the Chairperson.

It was agreed that J Warley would receive a leave of absence to take effect from this meeting.

**2 PREVIOUS MINUTES**

The previous minutes of 26<sup>th</sup> march 2008 were proposed a true record by M Kerr and seconded by C Harvey.

**3 MATTERS ARISING**

**3.1 Staffing Report**

Committee reviewed the staffing report circulated with the

agenda and the contents were duly noted.

It was agreed that the Housing Officer could carry out the diploma in housing studies.

### **3.2 Equality & Diversity**

Consideration was given to the equality and diversity service level agreement with Outer Hebrides Community Planning Partnership and this was approved.

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 along with the priorities for consideration during the year and this was agreed.

It was agreed to hold the Internal Management Plan away day sometime in late June or July.

## **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. It was agreed that these be presented to Easthall Residents Association for consideration.

### **Moriehall Housing Association**

Revised Management Agreement along with working group remit agreed.

### **Wellhouse Housing Association**

No amendments to existing agreement at present. It was noted however that there may be implications to the agreement should Wellhouse not receive their next new build proposals.

It was agreed that the Development Manager could extend their hours in Easthall given the workload and therefore the Director could suggest this to Wellhouse at the meeting.

## **8 MAINTENANCE REPORT**

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

Committee noted the gas safety inspections carried out.

Consideration was also given to the increase in costs and as agreed at the February meeting it was noted that an examination of costs would be undertaken.

Committee considered some suggestions that would be looked at as part of this review including ideas such as using the Glenburn Centre caretaker to carry out minor repairs, purchase of hidden CCTV system to deal with vandalism and the possibility of using anti-graffiti paint systems in closes that are getting constant vandalism.

All of the ideas were agreed as possible options and these will be looked at as part of the review.

## **9 SCHEDULE 7 REPORT**

Committee noted that Schedule 7 report for the period covering October 07 to March 087.

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 2008.

## **10 CORRESPONDENCE**

Committee noted the following correspondence received:

- Royal Bank of Scotland Kildermorie Phase 1 & 2 Loan Agreement – After due consideration of the circumstances and on being satisfied that it is for the benefit of the Association and in the interests of the Association for the purpose of carrying out its business to enter into a loan agreement (the “Agreement”) in the form now produced in respect of a loan £5,600,000 from The Royal Bank of Scotland plc (the “Bank”) it was resolved that John McMorrow and Janice McNichol be authorised to sign on behalf of the association the Agreement and any documents required by the Bank in connection with the Agreement.
- Sharing Owner
  - Request to buy back their property – This was agreed subject to funding being available from Development & Regeneration Services.
- EVH
  - Annual Conference 19<sup>th</sup> – 21st October – it was agreed to discuss this at the next meeting.
- SFHA
  - Scottish Housing Digest
- GWSF
  - Mazars’ report – Committee noted the main points from this report and the request to GHA to reconsider valuations as a consequence of.

- Chartered Institute of Housing
  - Action Plan Community Environment standard and housing and social enterprise.
  - Briefing – Standard of Temporary Accommodation.
- Donation Request
  - Wellhouse - £50 agreed.
  - A Nixon Miscarriage of Justice - £50 agreed.
- NASSO Training
  - Provanhall 19<sup>th</sup> May at 6.30pm – M Davidson & P Thomson to attend if spaces available.
- GCC
  - School site Easthall Primary – Committee noted correspondence set and received regarding this site and establishment of Surplus Company.
- GERA
  - Football United – Committee noted facility in Stepford for youths to attend free of charge every Tuesday and Friday evening.

## **11 MEMBERSHIP REPORT**

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

## **12 ALLOCATIONS REPORT**

Committee reviewed the allocations report and this was duly approved.

## **13 TREASURY MANAGEMENT POLICY**

Consideration was given to the Treasury Management Policy circulated with the agenda and this was approved subject to clarification on deposit and withdrawal amounts being reviewed and the contents of recent guidance just received on derivatives.

It was agreed that any amendments if required would be discussed at the next meeting.

**14 AOCB**

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

Meeting Closed at 8.30pm.

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