

**MINUTES OF THE FULL MANAGEMENT COMMITTEE
MEETING HELD ON WEDNESDAY 28th MAY 2008.**

1 SEDERUNT

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

APOLOGIES

S CAMPBELL	LEAVE OF ABSENCE
J GALLAGHER	COMMITTEE MEMBER

IN ATTENDANCE

J McMORROW	DIRECTOR
B JOHNSTONE	CORE SERVICES MANAGER
A ROY	FINANCE MANAGER

The meeting opened at 6.35pm. B Johnstone was welcomed to his first meeting. It was noted that J Gracey was running late therefore M Davidson chaired the meeting.

2 PREVIOUS MINUTES

The previous minutes of 30th April 2008 were proposed a true record by M Davidson and seconded by Harvey.

3 MATTERS ARISING

3.1 Allocations Report

Committee reviewed the revised report circulated with the

agenda and noted the contents.

The proposed targets for 2008/09 were approved.

3.2 Treasury Management Policy

It was noted that the policy had been agreed subject to clarification on deposit and withdrawal amounts being reviewed and the contents of recent guidance just received on derivatives.

It was agreed that the limit for deposits should be increased to £1,000,000.

It was reported that the review of the guidance was still to be carried out and therefore it was agreed to report this at the next meeting.

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 MANAGEMENT ACCOUNTS

Committee reviewed the management accounts for the period ending March 2008 that was circulated with the agenda.

Consideration was also given to the draft statutory accounts that were presented to the auditor and these were duly noted with consideration given to the impact of Right to Buy sales, tenant recharges and the cycle scheme.

With regard to the tenant recharges the Committee expressed the view that these should not be written off this year.

It was agreed that the process to recover tenant charges would be considered as part of the ongoing maintenance review.

7 FINANCIAL APPRAISAL

Committee noted that the Financial Appraisal monitoring report that was to be submitted to the Housing regulator has been issued and that this would be sent before the deadline of end of June.

It was noted that this was being reported at this meeting to reflect that this was planned for May in the internal management plan timetable however that in future years the date will be June to reflect the regulator's timetable.

The Finance Manager was given delegated authority to submit this on behalf of the Co-operative and a copy was to be issued at the next meeting.

J Gracey joined the meeting at this point however the meeting continued to be chaired by M Davidson.

8 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.

9 ARREARS REPORT

Committee noted the arrears report for the period ending March 2008 along with figures for April 2008.

Consideration was given to the targets for 2008/09 and these were duly approved.

The Core Services Manager highlighted the high arrears cases at the meeting and these were duly considered and the action noted was agreed.

It was reported that the Core Services Manager would look at the

format of reports and would bring forward suggestions at the next arrears report due in August.

10 ESTATE ISSUES

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

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

It was agreed that the scope of the report be extended to provide an analysis on environmental issues.

11 CORRESPONDENCE

Committee noted the following correspondence received:

- SFHA Pension Scheme
 - Ballot paper for Employer Representative
 - Annual Report and funding statement
- EVH
 - Annual Conference 17th – 19th October, this was noted at the last meeting however it was agreed to determine attendance at this meeting – it was agreed that N Ryan, C Harvey and M Davidson would attend.
 - Guidance on Handling Redundancy
 - 30th Anniversary Party – Friday 20th June 2008
- Voluntary & Community Organisation Support Network – details of funding event 7th June 2008
- Alexander Sloan – Easthall Park audit and timetable along with costs – this was noted and approved
- The Scottish Government – Acknowledgement of letter to Minister requesting he officiate at 1,000 new build approval and his response highlighting that GCC would be holding an event to commemorate this

12 AOCB

12.1 Internal Management Plan Away Day

Consideration was given to plans for the internal management plan review and it was agreed that the Director be given delegated authority to arrange the event.

It was agreed that this event be held on a Friday and that the date would be determined by the location.

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

Meeting Closed at 8.20pm.

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