

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

1 SEDERUNT

J GRACEY	CHAIR
C HARVEY	SECRETARY
M KERR	COMMITTEE MEMBER
C SKEWIS	COMMITTEE MEMBER
N RYAN	COMMITTEE MEMBER
J GALLAGHER	COMMITTEE MEMBER
J WARLEY	CO-OPTED MEMBER
J WALKER	CO-OPTED MEMBER

APOLOGIES

M DAVIDSON	VICE-CHAIR
A SWEATON	TREASURER
C COOPER	COMMITTEE MEMBER
P THOMSON	CO-OPTED MEMBER

IN ATTENDANCE

J McMORROW	DIRECTOR
B JOHNSTONE	CORE SERVICES MANAGER

The meeting opened at 6.35pm.

It was noted that S Campbell had missed four consecutive meetings therefore under the current rules she was removed as a Committee member.

2 PREVIOUS MINUTES

The previous minutes of 29th October 2008 were proposed a true record by J Gracey and seconded by M Kerr.

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.

No matters were raised at the meeting.

6 MANAGEMENT ACCOUNTS

Committee reviewed the summary of the management accounts for the period ending September 2008 that were circulated with the agenda.

7 LONG TERM PROJECTIONS

Committee reviewed the report circulated with the agenda in relation to the preparation of the draft long-term projections and after consideration it was agreed that these would be considered at the January meeting.

Consideration was given to the impact of the credit crunch and how banks are performing and whether the Co-operative's money was safe.

It was noted that the majority of the Co-operative's money is with the Royal Bank of Scotland and as this has the support of government it is viewed as safe as any other investments.

It was also noted that the Clydesdale Bank are offering excellent rates for depositing money at present and it was agreed to look at depositing £250,000 with delegated authority to the Finance Manager on this matter.

8 BUDGET 2009/10

Committee reviewed the report circulated with the agenda in relation to the preparation of the draft budget and it was also agreed that these would be considered at the January meeting.

9 RENT REVIEW

Committee considered the report circulated with the agenda in relation to the review of the rent policy.

It was proposed that the membership be consulted on a proposed rent increase of inflation only based on the November rate for the period 2009/10 and that this figure be the basis on which the budget is prepared.

10 ESTATE ISSUES

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

At the meeting a few items of concerns were raised in relation to the following:

- Increasing problem with dog dirt on the streets
- Problem with neighbours parking their cars
- Overgrown bushes at Tronda Path

It was agreed that the Co-operative would raise the first two issues with tenants and the latter with Easthall Primary School.

11 CORRESPONDENCE

Committee noted the following correspondence received:

- Glasgow City Council
 - Performance Review 2007/08
 - Commonwealth Games Questionnaire
- GWSF
 - December meeting details – 4th December @ 7pm in Reidvale Housing Association
- Sponsorship Request
 - D Collins SHARE – after consideration it was agreed not to sponsor on this occasion

- Scottish Government
 - Freedom of Information extension to RSLs consultation
- Scottish Housing Regulator
 - Annual Accounts 2007/08 and requirement for consistent approach in submitting information – it was noted that the Co-operative have submitted the required information
- SFHA
 - Change to good practice team name
 - AGM to be held on 27th November at 5.30pm - It was agreed that J Gracey would continue to be the Representative member on behalf of the Co-operative

12 ARREARS REPORT

Committee noted that the arrears report for the period ending October 2008 along with comparisons.

13 GRIEVANCE & DISCIPLINARY

The Committee considered changes to the Grievance and Disciplinary procedures as outlined in the report circulated with the agenda and these were duly approved.

14 AOCB

14.1 Energy Performance Certificates

Committee noted that report outlining the requirements for Energy Performance Certificates and the work undertaken so far in relation to this.

Committee approved the appointment of IQA and the procedures to carry out this work.

14.2 Approved Contractors List Review

Committee noted that report outlining the performance review of contractors and they approved the appointment of Boyd Building Services to the list of approved contractors.

Consideration was also given to the satisfaction survey returns for the months of July – September and three tenants were picked at random (July no 5, August no 12 and September no 7) to receive the prize for returning their forms.

14.3 Greater Easterhouse Community Ownership Forum

It was reported that Greater Easterhouse Community Ownership Forum (GECOF) would be holding an away day on the 21st January in the Glenburn Centre and that this day would look at the future of GECOF and ways in which organisations could work closer together.

14.4 Shares

Share numbers 774 to 779 were presented at the meeting for signing and sealing and these were duly approved.

14.5 Annual Return Financial Services Authority

Committee approved the contents of the annual return and the Secretary duly signed this.

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

Meeting Closed at 8.15pm.

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