

**MINUTES OF THE FULL MANAGEMENT COMMITTEE
MEETING HELD ON WEDNESDAY 24th JUNE 2015.**

1 SEDERUNT

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|---------------------|-------------------------|
| M DAVIDSON | CHAIR |
| C SKEWIS | VICE-CHAIR |
| C HARVEY | SECRETARY |
| A CUSHINGHAM | TREASURER |
| C COOPER | COMMITTEE MEMBER |
| G McNAUGHT | COMMITTEE MEMBER |
| J WARLEY | CO-OPTED MEMBER |

APOLOGIES

| | |
|-------------------|-------------------------|
| P THOMPSON | CO-OPTED MEMBER |
| P WILSON | LEAVE OF ABSENCE |

IN ATTENDANCE

| | |
|-------------------|---------------------------------------|
| J McMORROW | DIRECTOR |
| E WHYTE | HOUSING MANAGER |
| B McMAHON | SENIOR MAINTENANCE OFFICER |

The meeting opened at 6.35pm.

2 PREVIOUS MINUTES

The previous minutes of 27th May 2015 were proposed as a true record by M Davidson and seconded by C Skewis.

The previous minutes of 27th May 2015 (confidential meeting) were circulated at the meeting and after consideration were proposed as a true record by M Davidson and seconded by C Skewis subject to the removal of one word on the second last paragraph.

It was noted that this minute and any actions arising would be considered at a special meeting after this meeting.

3 MATTERS ARISING

3.1 Annual Return on the Charter

Committee considered the benchmarking figures in relation to 2014/15 SHBVN indicators along with the QEF Annual Statistical Return.

It was agreed that satisfaction with a property on moving in along with previously identified repair satisfaction was the priority for the coming year.

Committee noted from the statistical benchmarking that the Co-operative had the 2nd lowest level of average rent charged, had the lowest proposed increase whilst on the whole with a few exceptions maintained satisfaction levels above the benchmark group average.

The exceptions to this were standard of home when moving in, satisfaction with reactive repairs service, views on whether rent represents value for money and repairs completed right first time.

It was agreed that during 2015/16 further work would be undertaken to understand complaints recording and reported back to the Committee.

Committee expressed their satisfaction with arrears recovery performance during the year.

3.2 Strategic Plan

Committee noted the report circulated at the meeting which could be used as a baseline for strategic plan monitoring.

It was agreed to provide a report an update on this report after the first 6 months performance.

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.

Consideration was given to the Health & Safety report circulated with the agenda and the contents were duly noted.

Committee noted in particular the work updating the policy, introduction of appendices and other actions taken to improve health and safety compliance.

No other Health & Safety matters were raised at the meeting.

6 ANNUAL GOVERNANCE REVIEW

Committee noted the report circulated with the agenda highlighting an assessment of work undertaken as a consequence of the last annual governance review.

Committee noted the annual review guidance as published by the SFHA.

Consideration was given to the guidance in relation to senior staff involvement on Committee Member reviews and it was agreed that the annual review meetings would be held over the coming months and that the Director would provide administrative support only to the Chairperson.

7 CORRESPONDENCE

Committee noted the following correspondence received:

- SFHA
 - Governing Body member Annual Review Guidance
- Bank of Scotland
 - Fixed Term Deposit June to September details

- Scottish Parliament
 - Humza Yousaf Parliamentary Report including details of involvement in the mini commonwealth games day

- Scottish Housing Regulator (electronic via website <https://www.scottishhousingregulator.gov.uk/news>)
 - Publishes summary of outcomes of landlord risk assessments
 - Welcomes new Commission for Housing & Wellbeing Report
 - Continues Intervention in Muirhouse & Wellhouse Housing Associations
 - Regulatory Guidance consultation
 - Strong commitment to accurate performance reporting report

- EVH
 - June 2015 Monthly Report
 - CHAS Appeal – it was agreed to donate £60 to this

- SFHA
 - 2015-16 Elections to SFHA Board invite for nominations

8 WELFARE REFORM

Committee reviewed the report circulated with the agenda in relation to Welfare Reform.

Committee noted the position of “bedroom tax” arrears and support for tenants, the performance of our welfare rights service and proposals to develop support.

It was noted that the annual house visits have identified certain support needs for tenants and these are being progressed. It was agreed that the outcome of the visits will be reported to the Committee at a future meeting.

It was also noted that from the 1st April 2015 additional monitoring of Welfare rights will be considered as part of the normal Scottish Housing Best Value Network (SHBVN) benchmarking reports and this information will be fed into future reports.

9 ENERGY EFFICIENCY STANDARD SOCIAL HOUSING

Committee reviewed the report circulated with agenda outlining the energy efficiency standard and plans to ensure that this is achieved by 2020.

It was noted that the Co-operative is developing our understanding and proposals to ensure 100% compliance by or before the 2020 deadline.

It was noted that part of this includes the work to Westerhouse and Wardie Road via the Home Energy Efficiency Package (HEEPs) and we are awaiting the outcome of tenders from Glasgow City Council.

It was agreed that the Director and Office Bearers will have delegated authority to progress this project should a quick response be required over the summer months in which there are no committee meetings planned.

It was also note that there is the possibility of funding through a HEEP's competition and we will examine the possibility of applying for this for (transferred GHA homes) work to Glenburnie Place, Edderton Place and Wardie Road to coincide with current plans to upgrade sunspace areas.

Committee agreed to monitor compliance with further reports presented at future meetings.

10 VALUE FOR MONEY STRATEGY – UPDATE REPORT

Committee noted the report circulated with agenda outlining an update on the development of a value for money strategy.

It was noted that value for money will form part of the planned away day.

11 APPOINTMENT OF CONSULTANT

Committee noted the report circulated with agenda outlining an update on appointment of a consultant to support kitchen and boiler replacement programmed work in 2015/16.

After reviewing the options committee approved the appointment of Atkinson partnership as the preferred consultant.

12 AOCB

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

Meeting Closed at 7.45pm.

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