

**MINUTES OF THE FULL MANAGEMENT COMMITTEE
MEETING HELD ON WEDNESDAY 7th OCTOBER 2015.**

1 SEDERUNT

M DAVIDSON	CHAIR
C SKEWIS	VICE-CHAIR
A CUSHINGHAM	TREASURER
G McNAUGHT	COMMITTEE MEMBER
C COOPER	COMMITTEE MEMBER
P WADDELL	COMMITTEE MEMBER
A SCOTLAND	COMMITTEE MEMBER
C McLACHLAN	COMMITTEE MEMBER
P THOMPSON	CO-OPTED MEMBER
J WARLEY	CO-OPTED MEMBER

APOLOGIES

C HARVEY	SECRETARY
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IN ATTENDANCE

J McMORROW	DIRECTOR
E WHYTE	HOUSING MANAGER
B McMAHON	SENIOR MAINTENANCE

The meeting opened at 6.35pm.

J McMorrow chaired the meeting whilst the election of the office bearers was being considered.

The new members were welcomed to their first Committee meeting.

2 ELECTION OF OFFICE BEARERS

2. Chair

M Davidson was proposed as Chairperson by C Skewis and seconded by A Cushingam. This was unanimously agreed.

M Davidson chaired the meeting from this point.

2.2 Vice-Chair

C Skewis was proposed as Vice-Chair by M Davidson and seconded by G McNaught. This was unanimously agreed.

2.3 Treasurer

A Cushingham was proposed as Treasurer by M Davidson and seconded by C Skewis. This was unanimously agreed.

2.4 Secretary

C Harvey was proposed as Secretary by M Davidson and seconded by A Cushingham. This was unanimously agreed.

3 PREVIOUS MINUTES

The previous minutes of 26th August 2015 were proposed a true record by M Davidson and seconded by A Cushingham.

4 MATTERS ARISING

4.1 Staffing

Committee noted the report outlining the appointment of the new finance manager along with other staffing issues and these were duly noted and approved.

4.2 AGM - New Rules

Committee signed the new rules as approved by the membership at the AGM and it was noted that these would be submitted for registration.

4.3 GWSF - £1 per House Campaign

Committee noted a verbal update on the above campaign and it was agreed not to provide funding for this.

4.4 Common Housing Register

It was noted that one of the partner organisation had a difference of opinion on the change to the common

allocation policy relating to care and support and after consideration it was agreed to retain the previous interpretation.

There were no other matters arising from the previous minutes.

5 DECLARATION OF INTEREST

Consideration was given to the report circulated with the agenda outlining the annual declaration of interest of members and these were duly noted.

Committee noted the declarations as outlined at agenda item 9 relating to the investment report that would be considered later in the meeting.

There were no other declarations of interest noted at the meeting.

6 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.

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

7 REGENERATION REPORT

Committee considered the regeneration report as circulated with the agenda and this was duly noted.

Consideration was given to the People and Communities Fund bid for the Practice what we Preach Project and as there had been no further progress with match funding it was agreed to inform the Scottish Government that we would not require their contribution with plans to make another bid for 2016/17.

Committee noted the in kind support to ERA and agreed to monitor accordingly. It was reported that the comment relating to staff changes was an error in the written report.

8 CORRESPONDENCE

Committee noted the following correspondence:

- YOMO
 - Donation Request – it was agreed to make a donation of £50

- Scottish Housing Regulator
 - Appeals Discussion Paper – noted GWSF & SFHA have responded to this consultation exercise
 - Landlord Report Easthall Park

- GWSF
 - Annual Report
 - Annual Conference – Friday 20th November – C Skewis and a Scotland agreed to attend this
 - Update September/October 2015 – new board appointed, change of address, campaign group reconvened, subsidy rates for new housing increased, Syrian Refugee programme were noted – a discussion was held on the Syrian Refugee crisis

- EVH
 - Annual Conference – October 23rd – 25th – It was agreed that M Davidson, C Skewis and P Thompson would attend this conference

- EHRA
 - Quiz Night – It was agreed to donate £50 towards this charity event

9 INVESTMENT

Committee reviewed the report circulated with the agenda.

Committee noted the relevant declarations and the members involved took no part in this agenda item.

B McMahan presented the report and it was noted that the mixed tenure external fabric programme at Westerhouse Road and 99 Wardie Road is progressing well.

It was acknowledged that the kitchen and boiler procurement exercise had been concluded and five contractors are to be invited to tender. A preferred contractor should be identified shortly and Atkinson Partnership is providing professional procurement support.

An update was provided on 2015/16 programmed maintenance and the priorities and plans for 2016/17 were highlighted along with tenants' views on their investment priorities.

10 ARREARS REPORT

Committee considered the arrears report as circulated with the agenda.

Committee noted the decline in arrears performance up by 0.86% or £22,892 from end March 2015.

Consideration was given to the impact of arrears due to delays in court cases and it was noted and agreed that notices may have to be issued earlier to offset the growing costs of recovery.

M Davidson left the meeting at this point and the remainder of the meeting was chaired by C Skewis.

11 RESIDENT ENGAGEMENT

Committee considered the report circulated at the meeting along with the Resident Engagement Action Plan outcomes for 2014/15 and a proposed plan for 2015/16.

After consideration the outcome report was duly noted and the revised action plan was agreed.

12 VALUE FOR MONEY REVIEW

Committee noted the report circulated with the agenda outlining plans to review how the value for money strategy is applied.

Committee agreed that the review would be undertaken in March 2016.

Committee approved the development of a value for money

questionnaire as considered at the annual staff and committee away day.

13 AOCB

13.1 Equalities, Payments & Benefits

Committee reviewed the above policy circulated at the meeting and agreed to consider this at the next meeting.

13.2 Training

Committee noted the plans to hold a training session on Performance for Monday 12th October at 6.00pm.

13.3 NASSO Awareness Group

It was noted that a meeting of this group will be held with Paul Martin MSP on Tuesday 13th October at 6.30pm. It was agreed that A Scotland and C McLachlan would attend.

13.4 Property Factors Register

It was noted that the Co-operative will have to complete a new registration within 3 years of first registering and the director was given delegated authority to complete and act as the Co-operative's responsible person.

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

Meeting Closed at 8.25pm.

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