

**MINUTES OF THE FULL MANAGEMENT COMMITTEE
MEETING HELD ON WEDNESDAY 26th OCTOBER 2016.**

1 SEDERUNT

M DAVIDSON	CHAIR
C SKEWIS	VICE-CHAIR
A CUSHINGHAM	TREASURER
P WADDELL	SECRETARY
G McNAUGHT	COMMITTEE MEMBER
J GRACEY	COMMITTEE MEMBER
Y SMITH	COMMITTEE MEMBER
P THOMPSON	CO-OPTED MEMBER

APOLOGIES

A SCOTLAND	COMMITTEE MEMBER
C COOPER	COMMITTEE MEMBER
R MURPHY	LEAVE OF ABSENCE
C McLACHLAN	LEAVE OF ABSENCE
A ROY	CO-OPTED MEMBER
C McGRAW	HOUSING MANAGER
J BOYLE	FINANCE MANAGER

IN ATTENDANCE

J McMORROW	DIRECTOR
B McMAHON	SENIOR MAINTENANCE

The meeting opened at 6.30pm.

It was reported that as part of the Governance Review J Warley had submitted her resignation due to personal circumstances. Committee reluctantly accepted this resignation.

2 PREVIOUS MINUTES

The previous minutes of 28th September 2016 were proposed a true record by C Skewis and seconded by A Cushingam.

3 MATTERS ARISING

The following matters arising were considered at the meeting:

3.1 Energy Efficiency Bid

Committee considered the report circulated with the agenda outlining proposals to GCC in relation to the bid for funding energy efficiency measures and this report was duly noted.

3.2 Resident Engagement Action Plan Progress

Committee considered the report circulated with the agenda outlining action against the targets for resident engagement.

It was reported that further work would be undertaken over the coming months to meet all the targets set for the year.

It was also noted and agreed that the next Resident Engagement Strategy be considered at the November meeting.

4 DECLARATION OF INTEREST

There were no declarations of interest noted at the meeting.

5 HEALTH & SAFETY

Committee considered the report circulated with the agenda in relation to Health & Safety and noted the contents.

No other health and safety matters were raised at the meeting.

6 PROBITY REPORT

Committee noted that probity report circulated with the agenda for the period covering April 2016 to September 2016.

This report included details of gifts and hospitality, code of conduct compliance and it was noted that there had been no notifiable events reported to the Scottish Housing Regulator in this period.

It was agreed that the next report would be presented in April 2017.

7 CORRESPONDENCE

Committee noted the following correspondence:

- Scottish Housing Regulator (SHR)
 - Annual Report Published electronically
- Glasgow West of Scotland Forum (GWSF)
 - Reclassification of RSLs as Public Bodies
Government Report

8 OPERATIONS REPORT

John McMorrow reviewed with the Committee the Operations Report that was circulated with the agenda.

A summary of the report was circulated at the meeting that outlined key points from the report.

The Senior Maintenance Officer reviewed the repairs performance figures with the Committee. It was noted that after reviewing the figures the repair right first time figure should read 88% and the appointment kept should be 95%.

9 RESIDENT SATISFACTION SURVEY

Committee considered the report circulated with the agenda outlining progress on carrying out the 2016 satisfaction survey.

It was noted that the outcome of this survey will be presented at the January meeting and this will include comparisons with previous returns.

Y Smith left the meeting at this point.

10 INVESTORS IN PEOPLE STAFFING REPORT

Committee reviewed the report circulated with the agenda and the contents were duly noted and approved.

Committee agreed the competency framework for managers as circulated with the agenda.

Consideration was given to staffing requirements as a consequence

of temporary posts and it was agreed to appoint both on permanent posts.

Consideration was given to the three options relating to long term sickness cover and it was agreed to appoint a temporary staff member for a 12 week period.

It was also noted that as part of the overall staffing requirements and the review of the 30 year business plan consideration will be given to staffing requirements over the next 5 years.

11 SCOTTISH SOCIAL HOUSING CHARTER REPORT

Consideration was given to the report circulated with the agenda outlining work undertaken in relation to the annual return on the charter and this was duly noted.

This report included comparison with local landlords and Scottish average results.

It was noted that the report was launched today and tenants will receive a hard copy over next few days.

12 WELFARE REFORM

Committee considered the report circulated with the agenda outlining progress relating to Welfare Reform and the impact of this on our tenants ability to pay rent should changes planned be adopted.

Committee noted the response by Easterhouse Housing Regeneration Alliance to the consultation on Welfare reform and it was noted that this will be sent to the Scottish Government on behalf of this group.

13 INFORMATION TECHNOLOGY STRATEGY

Committee considered the report and draft policy circulated with the agenda and after consideration approved this policy.

14 RENT MANAGEMENT POLICY

Committee considered the report outlining proposals to bring forward the Rent Management Donations Policy review as a

consequence of welfare reform and changes to various factors outlined in the report.

It was agreed to bring forward this review to Spring 2016 after consultation on rent increases and after the internal audit function to be carried out in January 2017.

15 MEMBERSHIP APPROVALS

Committee noted the membership update as circulated at the meeting and this was duly approved.

16 AOCB

16.1 Annual Financial Statements

It was reported that an amendment was made to the return made to the Scottish Housing Regulator which did not affect the outturn and this was duly noted by Committee.

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

The meeting was closed at 8.00pm.

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