

**MINUTES OF THE FULL MANAGEMENT COMMITTEE  
MEETING HELD ON WEDNESDAY 30<sup>th</sup> NOVEMBER 2016**

**1 SEDERUNT**

<b>M DAVIDSON</b>	<b>CHAIR</b>
<b>C SKEWIS</b>	<b>VICE-CHAIR</b>
<b>A CUSHINGHAM</b>	<b>TREASURER</b>
<b>P WADDELL</b>	<b>SECRETARY</b>
<b>G McNAUGHT</b>	<b>COMMITTEE MEMBER</b>
<b>C COOPER</b>	<b>COMMITTEE MEMBER</b>
<b>Y SMITH</b>	<b>COMMITTEE MEMBER</b>
<b>P THOMPSON</b>	<b>CO-OPTED MEMBER</b>

**APOLOGIES**

<b>J GRACEY</b>	<b>COMMITTEE MEMBER</b>
<b>A SCOTLAND</b>	<b>LEAVE OF ABSENCE</b>
<b>C McLACHLAN</b>	<b>LEAVE OF ABSENCE</b>
<b>C HARVEY</b>	<b>LEAVE OF ABSENCE</b>
<b>R MURPHY</b>	<b>LEAVE OF ABSENCE</b>
<b>B McMAHON</b>	<b>SENIOR MAINTENANCE</b>

**IN ATTENDANCE**

<b>J McMORROW</b>	<b>DIRECTOR</b>
<b>C McGRAW</b>	<b>HOUSING MANAGER</b>
<b>J BOYLE</b>	<b>FINANCE MANAGER</b>

The meeting opened at 6.30pm. It was noted that A Scotland and C Harvey were seeking a leave of absence and these were agreed.

It was also noted that A Roy would not be taken up the position of co-opted member.

**2 PREVIOUS MINUTES**

The previous minutes of 26<sup>th</sup> October 2016 were proposed a true record by M Davidson and seconded by C Skewis.

**3 MATTERS ARISING**

The following matters arising were considered at the meeting:

### **3.1 Staffing Report**

Committee noted the report circulated with the agenda.

Consideration was given to a confidential staffing report that was circulated at the meeting.

After consideration it was agreed that option 2 was the Committee's preference in relation to the Estate caretaking Team.

It was also agreed to present another report in the New Year outlining options relating to staffing costs.

There were no other matters arising from the previous minutes.

## **4 DECLARATION OF INTEREST**

Committee noted the declaration from all members on item 10 of the agenda as all members are tenants or partners of tenants and any increase on rent will impact directly on each member.

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

## **5 HEALTH & SAFETY**

Committee approved the Health and Safety Policy Statement and this was duly signed by M Davidson, Chairperson.

Committee also noted their specific responsibilities and this was duly approved and signed by those in attendance.

## **6 AUDIT & FINANCE SUB COMMITTEE**

It was noted that the Director had planned to bring the draft minute of Audit & Finance Sub Committee meeting held on the 21<sup>st</sup> November 2016 to the meeting for consideration and as this was not available it was agreed to consider at the next meeting.

A verbal update was given on what was discussed at this meeting.

Committee considered the report circulated with the agenda outlining the revised remit of this group and after consideration this was duly approved.

## **7 MANAGEMENT ACCOUNTS**

J Boyle presented the second quarter management accounts which were circulated with the agenda.

It was reported that the Audit and Finance Committee had reviewed these accounts at their meeting.

Committee noted performance had exceeded expectations and approved the accounts.

## **8 LONG TERM PROJECTIONS**

The long-term financial projections were reviewed at the meeting.

It was noted that the Audit and Finance Committee had considered these projections in detail.

It was noted that the projections were aligned with and were key to the successful delivery of the Easthall Park strategic plan.

Committee noted the overview of the financial projections.

It was agreed that further analysis of the projections would be undertaken after the outcome of the proposed rent consultation which would be considered at agenda item 10.

## **9 BUDGET 2017/18 (Draft)**

Committee were informed that a further draft budget would be presented to Committee in January 2017 following the conclusion of the rent consultation.

## **10 RENT AND FACTORING REVIEW**

J McMorrow presented a report on the forthcoming proposals for a rent and factoring charge increase.

Consideration was given to the average rent increase in the past 5

years and it was noted that this was the lowest of all the RSLs in Greater Easterhouse with the exception of Ruchazie Housing Association.

Committee also noted the November 2014 survey which stated that our rent value for money had dropped to 66.3% with 31.5% believing this was neither good nor bad value and 2.2% saying rents were poor value.

It was noted that overall satisfaction levels remain high despite the above and there appears no correlation between service delivery performance and rents charged and it was viewed that the drop in value for money figure was as a result of the economy.

It was agreed to look at this in January upon receipt of the new satisfaction survey responses.

It was explained that the draft 2017/18 budget had been based on a rent and factoring increase of 2.0%.

It was agreed to consult the members on a rent increase of 2.0% as proposed in the report and in line with the thematic study on rent consultation.

## **11 CORRESPONDENCE**

Committee noted the following correspondence:

- SFHA
  - Fees and Values – 40 HAs are not members and therefore Easthall Park could reduce their affiliation fee by around a third more if these groups were members
- Apogee Corporation
  - Company has acquired BDS (Scotland) Ltd – current company that we have our photocopier aftercare agreement with
- Scottish Housing Network (SHN)
  - Annual Report

- Share
  - Learn with share January – June 2017
  - Modern apprenticeship opportunities
- EVH
  - Membership Renewal 2017 database update
- Scottish Housing Regulator
  - Thematic Study on Rent Consultation
  - Landlords Performance against the Social Housing Charter 2013 - 2016
  - 2016 Annual Risk Assessment

It was noted that copies of these documents are available at the following website address:  
[www.scottishhousingregulator.gov.uk](http://www.scottishhousingregulator.gov.uk)

## **12 TRAINING PLAN COMMITTEE**

Committee considered the report circulated with the agenda outlining the outcome of the previous training plan.

Committee noted and agreed to the proposed training plan.

It was reported that once EHRA training is identified this will be presented at future meetings.

## **13 STRATEGIC PLAN**

Committee noted the report updating the outcome of the strategic plan for the period 2016 - 19 along with the operational plan position statement at September 2016 as circulated with the agenda.

Committee agreed that the current key strategic objectives contained in the strategic plan should remain.

Consideration was given to ERA contribution to the Co-operative's strategic outcomes and at this point P Waddell left the meeting with other members outlining a declaration.

After reviewing the contribution it was agreed to donate £1,000 to ERA towards the Christmas fayre.

P Waddell returned to the meeting at this point.

**14 RESIDENT ENGAGEMENT STRATEGY**

Committee considered the report circulated with the agenda along with the resident engagement strategy and this was duly approved.

**15 MEMBERSHIP APPROVALS**

Committee noted the membership update with 2 new shares being issued and these were duly approved.

**16 AOCB**

**16.1 Development Trust Association**

It was noted that the Co-operative has been awarded funding to support Easthall Residents Association carry out a 4 day a week homework support service as part of the Community Resilience Fund.

Committee noted the conditions of grant and agreed that this be duly accepted.

**16.2 Derelict Land Kildermorie**

It was noted that an application for landfill community fund could be made to support a vacant and derelict land innovative greening solution fund application for the derelict land at Kildermorie.

Should the application be successful the Co-operative would have to ensure a site start no later than March 2017.

Committee agreed that this application be submitted.

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

Meeting Closed at 8.30pm.

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