



**MINUTES OF FORTH HOUSING ASSOCIATION
 MANAGEMENT COMMITTEE MEETING HELD ON
 21st DECEMBER 2020 at 7pm VIA
 VIDEO CONFERENCING**

	Present
	Gordon Mason, Linda Mason, James Bryce, Priscilla Maramba, Robert Buchanan, Colleen Sharp, Lynore MacLeod.
	In Attendance
	Grahame Cairns
ITEM	AGENDA
1	Apologies
	Cllr Jim Thomson. John Paterson and Ann Dickson
2	Declaration of Interest
2.1	The Chair asked if there were any Management Committee Members who wished to declare any interest specifically in the business of the meeting. One Committee Member noted an interest at 10.2
3	Previous Minutes
3	Management Committee minutes from 30 th November 2020 were approved and proposed by Lynore MacLeod and seconded by Priscilla Maramba.
4	Matters Arising
4	Committee noted the contents of the Report. Chair advised that John Fyfe has resigned from the Committee. The Board recorded their thanks of 14 years' service to Forth.
5	Development Update Q2
	The report was presented by Niall and considered by Committee. Niall provided an update on the Development programme and answered questions on future projects. It was noted that Forth had received handover of 4 out of the remaining 6 units for Cultenhove 3.

6	Maintenance Monitoring Report Q2
	The report was presented by Nicola and noted by Committee.
5.2	Nicola provided an update on Response Performance. Whilst it was recognised all KPI's had been met, a small number of issues had arisen, future monitoring would be undertaken.
5.6	Clarification was sought on the void statistics table and this was provided by Nicola
7	Policy Reviews
7.1	The Minimum Standards for Relets was presented and considered by Committee; the updated policy was approved.
7.2	The Right to Repair Policy was presented and considered by Committee; the updated policy was approved.
7.3	The updated Standing Orders as reviewed by TC Young, Solicitors, was presented and considered by Committee; the updated Standing Orders were approved.
8	Draft Budget 2021/22
	The draft budget was presented to Committee for consideration by Elisha Kimani.
	Elisha spoke through all the relevant pages.
	Management Committee approved the draft budget with a full budget to be presented at the January meeting.
9	Director's Report
5.1	EVH update was sent separately.
5.2	SHR updates considered by Management Committee
5.3	The CCTV policy prepared by the Data Protection Officer and was approved by Management Committee
5.4	Management Committee noted the report regarding Covid-19 and updated that ACS had carried out a review of Forth's Risk Assessment and this had been implemented.
5.5	Management Committee noted the buy back of a Shared Ownership property was now complete.
10	Tenders
	The Management Committee approved both tenders for IT support and Fencing Contract.
11	Correspondence
	There was none.

12	Training & Events
	All training currently suspended but online courses available. Training dates for Committee will be circulated
13	Membership Applications
	There were none
14	Health & Safety
	Audit scheduled for the 22 nd December, Action Plan to be reported to Committee at the January meeting.
15	AOCB
	Management Committee considered the Allocation Paper and homologated by the Office Bearers decision to award the tenancy.
16	Date of Next Meeting Monday 25th January 2021.