



**MINUTES OF FORTH HOUSING ASSOCIATION
 MANAGEMENT COMMITTEE MEETING HELD ON
 25th JANUARY 2021 at 7pm VIA
 VIDEO CONFERENCING**

	Present
	Gordon Mason, Linda Mason, Ann Dickson, Priscilla Maramba, Robert Buchanan, Colleen Sharp, John Patterson.
	In Attendance
	Grahame Cairns and Nicola Stobie
ITEM	AGENDA
1	Apologies
	Cllr Jim Thomson. Lynore MacLeod and James Bryce
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.
3	Previous Minutes
3	Management Committee minutes from 21 st December 2020 were approved and proposed by Linda Mason and seconded by Colleen Sharp.
4	Matters Arising
4	Committee noted the contents of the Report.
5	Housing Management Report Q3
5.1	The report was presented by Nicola and considered by Committee. Committee noted the encouraging performance during these difficult times specifically the reduction in the rent arrears figure.
5.2	Committee considered and approved the former tenant accounts for write off.

6	Director's Report
5.2	SHR updates considered by Management Committee and noted involvement with tenant enquiry.
5.3	Management Committee noted latest update on Covid-19 and changes to working practice. The Health and Safety Action Plan was considered and approved
7	Draft Budget 2021/22
	<p>The draft budget was presented to Committee for consideration by Grahame Cairns.</p> <p>Committee considered the Rent Consultation response from tenants and agreed a 1% increase effective from the 1st April 2021.</p> <p>Grahame spoke through all the relevant pages and answered questions raised by Committee.</p> <p>Management Committee approved the draft budget for 2021/22.</p>
8	Policy Review
	The draft Risk Management Policy was considered and approved by Management Committee. Training had been undertaken by Management Committee and Staff.
9	Close Cleaning Tender
	The Management Committee considered the tender process through Public Contracts Scotland and approved the awarding of the contract.
10	Braehead Windows
	The Management Committee considered the tender process through the Scottish Procurement Alliance and approved the awarding of the contract.
11	Correspondence
	There was none.
12	Training & Events
	All training currently suspended but online courses available.
13	Membership Applications
	There were none
14	Health & Safety
	Management Committee considered and noted the report from ACS and approved the Action Plan
15	AOCB
	Management Committee discussed co-option on to the Committee but agreed to uphold their September decision and would review in June.
16	Date of Next Meeting Monday 22nd February 2021.