

**CUBE HOUSING ASSOCIATION LIMITED
MANAGEMENT COMMITTEE MEETING 160
AT 70 GLENFINNAN ROAD, MARYHILL, GLASGOW
2nd AUGUST 2007**

Present: Gordon Scott, Chairperson
Frank Macfadden, Secretary
Ellen McGowan, Committee Member
Michael Paton, Committee Member
Jim Foulis, Committee Member
Liz Ruine, Committee Member

Susan Holms, Vice Chairperson
Rena Ross, Committee Member
Alan Ferguson, Committee Member
Bill Steen, Committee Member
Bob Turnbull, Committee Member
Dougie Paton, Committee Member

Members in attendance: 83%

In attendance: Lynn McCulloch, Chief Executive
Sandra McLeod, Head of Housing Services
Andrew Hashmi, Head of Finance and Corporate Services
Willie Croft, Head of Regeneration Services
Stephen Inglis, Estate Services Manager
Kate Miller, Executive Officer (minutes)

Apologies: Lesley McInnes, Treasurer
Stephen Smith, Committee Member

		ACTION
1.	APOLOGIES	
	Apologies were received from Steven Smith, and Lesley McInnes	KM
5.	ORGANISATIONAL REVIEW – item brought forward	
5.4	<p>(i) Future provision of estate services Discussion took place on the report, with additional clarification given on the issue of policing within Cube estates. Committee then approved:</p> <ol style="list-style-type: none"> 1. An in principle agreement to Option 4 (b) service provision allowing staff to work further on the details of the partnership arrangement at a basic cost of £360,860 p.a. 2. Capital and Revenue investment including:- <ol style="list-style-type: none"> a) CCTV link to Glasgow Community and Safety Services, approximately £30,000 in capital costs. In addition to £10,000 revenue costs. b) Additional door entry service facilities to all existing services in Wyndford to provide security when removing the involvement of the control room staff in giving access at a cost to upgrade of £9,000 (excl VAT.) c) An audit of technology needs for the future services within the Control Room and the identification of resultant investment 	

	<p>requirement.</p> <p>d) A formal expression of interest in subscribing to Glasgow Community Safety Services Antisocial Behaviour Investigation Service (Gold Package) at a cost of £18,500 p.a. (excl. vat).</p> <p>e) Examining the option and costs for a Cube mobile CCTV unit capable of visiting all Cube estates.</p> <p>f) Extension of the Caretaking Service to cover 7 days per week at an approximate cost of £71,631, a large percentage of this cost to be recovered through a service charge.</p> <p>(ii) Completion of Staff Structure</p> <p>During discussion, Bob Turnbull asked for detail on the possibility of redundancies. The Chief Executive confirmed that it was still hoped to avoid compulsory redundancies and that some staff had already expressed an interest in voluntary opportunities. Alan Ferguson asked if the structure might benefit from more Senior Housing Officers. The Chief Executive reported on an independent report that had been obtained to evaluate the proposals and that the structure now proposed incorporated an additional senior officer on the consultant's advice. Committee approved the final Staff Structure.</p>	<p>SMCL</p> <p>LM</p>
2.	MINUTES OF PREVIOUS MEETING	
2.1	<p>Management Committee Meeting 159, 5th July 2007.</p> <p>The minutes were agreed as a true record of the meeting.</p> <p>Proposed: Allan Ferguson, Seconded: Ellen McGowan Signed: Gordon Scott.</p>	KM
3.	MATTERS ARISING	
	<p>Item 5.1 Governance Review – Report from Carol Paton</p> <p>The Chief Executive referred to the wall poster on display, showing the results of the meeting with Carol Paton on 26th July 2007.</p> <p>Item 6.1 Presentation by the Angel Group</p> <p>Ellen McGowan queried progress of this group coming to meet with Committee. Head of Housing Services advised yet again no response locally, but awaiting reply from the national office.</p> <p>Item 10 Leave of Absence – Michael and Dougie Paton</p> <p>Gordon Scott welcomed the return of Michael and Dougie Paton and offered condolences on their recent bereavement.</p>	SMCL

4.	AREA AND SUB-COMMITTEE MINUTES	
4.1	The following minutes were noted . (i) Broomhill Area Committee No. 68, 4 th June 2007 (ii) Wyndford Area Committee No. 107, 21 May 2007 Matters Arising – none.	
5.	CORPORATE AND GOVERNANCE	
5.1	Independence Agreement With Cube Innovations	
	Management Committee approved the Independence Agreement for signing - when approved by the Board of Cube Innovations Limited.	LMCC
5.2	Annual Report 2006/2007	
	After discussion in which the general improvements in performance were noted, the Committee approved the Annual Report 2006/2007 document.	
5.3	Committee Election and AGM Arrangements	
	Committee noted the arrangements for members who are required to stand down at the AGM due to their co-opted or age status. The members who were highlighted in the report as required to stand down all confirmed their willingness to stand for re-election. Gordon Scott agreed to contact area committees to encourage further tenant membership and the Head of Housing agreed to arrange posters promoting this on local notice boards.	GS/ SMCL
5.4	Organisational Review	
	This item was brought forward to start of meeting for detailed discussion, as recorded above.	
6.	HOUSING SERVICES	
6.1	Replacement of Flat Allocated to West Dunbartonshire Council	
	This report concerned providing a flat to replace a flat currently leased at 50/3 Cook Rd and which is due for demolition. The flat at 168 Nobleston was proposed to be used as temporary homeless accommodation by the Council. Committee approved : 1. The leasing of a flat at 168 Nobleston for an initial period of 2 years, to West Dunbartonshire Council; and 2. Delegated authority to the Head of Housing Services to replace the flat at 168 Nobleston with a similar flat as appropriate in due course, once the lease of 168 Nobleston is reviewed at the end of the two year lease period.	

6.2	Eviction Reports	
	<p>Alan Ferguson commented on the apparent failure of West Dunbartonshire Council to provide a support package to the tenant in Report (iv) before eviction stage. After discussion, the Committee approved :</p> <p>Report (i) that Decree is implemented and repossession action is pursued. Report (ii) that Decree is implemented and repossession action is pursued. Report (iii) that Decree be enforced and for ; Report (iv) that action be taken to evict the tenant on the grounds of anti-social behaviour and deterioration to property.</p>	SMcL
7.	REGENERATION SERVICES	
7.1	Haldane Regeneration – Acquisition of Privately Owned Properties	
	<p>During discussion, Ellen McGowan asked for clarification on the length of occupation involved for owners after acquisition by Cube. The Head of Regeneration Services advised that this was expected to be about 6 months.</p> <p>Committee noted that owners displaced by the regeneration project will be offered a new house using the “Homestake” scheme.</p> <p>Committee agreed that owners may remain rent free in their existing property following settlement of purchase by Cube until their house is required for demolition.</p>	WC
7.2	Flat Entrance Doors Renewals - Wyndford	
	<p>Committee approved option 1 to proceed with the offer of £190,101.45 plus VAT submitted by CMS Enviro Systems; and that the contract be carefully monitored to ensure there are no additional costs, and savings made where possible.</p>	WC
7.3	Water Tank Replacement – Glasgow West Estates	
	<p>Committee approved the contract to renew the cold water storage tanks be awarded to Gallacher and Greer based on the prices contained within their tender document.</p>	WC
7.4	Window Replacement Phase 4, Broomhill and Gorget	
	<p>After discussion, Committee approved option 1 to proceed with the offer of £64,183.39 plus VAT to complete the work submitted by CMS Enviro Systems and to absorb the additional cost within the investment budget.</p>	WC

7.5	Lift Maintenance Framework Agreement - extension	
	<p>Michael Paton informed members that this contractor had caused damage to lifts during previous repair works and the Head of Regeneration noted this information.</p> <p>Committee approved the extension of the original framework agreement with LML to complete the lift renewal programme for the 14 storey blocks in Wyndford.</p>	WC
8.	FINANCE AND I.T.	
8.1	Response to Auditor's Management Letter	
	Committee approved the response to the management letter.	
8.2	Quarterly Management Accounts	
	The Head of Finance and Corporate Services presented the accounts and highlighted three key areas of interest a) reactive maintenance spend over budget; b) investment and c) re-financing. Discussion followed on the key areas with Bob Turnbull agreeing that lack of investment was reflected the condition of properties, requiring reactive maintenance. Committee noted the quarterly accounts to 30 th June 2007.	
8.3	Hedging Strategy	
	<p>Head of Finance and Corporate Services presented and explained the proposed hedging strategy. After discussion, Committee approved:</p> <ul style="list-style-type: none"> i) The strategy recommended by the SHQS group and to execute the hedging strategy comprising a £10m 25yr SWAP and a £5m 10 yr cap at 6.25%, and; ii) That delegated authority to the Head of Finance and Corporate Services and Chief Executive to execute this strategy in conjunction with J.C, Rathbone Assoc. and report back to committee on the outcome. 	AH
8.4	Up-date on Stock Evaluation	
	<p>The Head of Finance and Corporate Services explained the interim results and answered Bob Turnbull's questions on how the security to Nationwide is provided.</p> <p>Committee noted the interim results from the stock valuation.</p>	
9.	GENERAL CORRESPONDENCE	
	None	

10.	ANY OTHER BUSINESS	
	The Head of Housing Services reported that a special Joint Area Committee meeting would take place on Thursday 23 rd August to discuss the estate services review.	SMCL
11.	DATE AND TIME OF NEXT MEETING	
	The next meeting will be held on Thursday 6 th September at 6.00 p.m. in Skypark.	

The above Minutes were read and agreed as a true record of the meeting.

Signed..... Date.....