

Tollcross Housing Association Limited
Minute of the Management Committee Meeting
held on Monday 28th November 2022



Present: Andrea Bell, Geraldine Connolly, Sharon May, Theresa Findlay, Steve Fleming, Agnes Philips, Gail Jackson and Esther Skimins

In Attendance:

Clive Douglas, Chief Executive
Anne Wilson, Corporate Services Director
Rhys Atkinson, Corporate Services Assistant
(Minutes)

Fiona Mills, Housing Director
Joe Wilson, Technical Director

Item 1 Apologies. Leave of Absence and Declaration of Interest:

- 1.1. **Apologies:** Drew McPhail, Chris Elliot, John McMorrow and Ellen Garscadden
- 1.2. **Leave of Absence** – Bill Dougan and Ian Smith have a standing leave of absence.
- 1.3. **Declaration of interest** – All staff present declared an interest in item 5 relating to the salary ballot for 23/24. They left the meeting and returned following Management Committee deliberation.

Item 2 Minutes of Previous Meetings:

- 2.1 **Minute of the Management Committee Meeting held on 31st October 2022:**
 - i. **Matters Arising and Correction to Minute** – None
 - ii. **Approval of the Minute** - The Minute was approved by general consent.
 - iii. **Decisions taken between Meetings** – None
- 2.2 **Minutes of Sub Committee Meetings:**
 - i. **Audit & Business Sub Committee Minutes** – No minute due
 - ii. **Operations Sub Committee Minutes** – No minute due

Item 3 Rent Review 2023/24 – Committee considered the proposed rent consultation newsletter that was presented by Fiona Mills. Lengthy discussion ensued, considering the impact of the cost of living; recent Government legislation implementing a rent freeze until 1st April 2023 and uncertainty about the Government's expectations for the impending rent review for 23/24. These options were laid out within the newsletter and Committee members were asked to approve consulting on a proposed rent increase of 5%. In conclusion, Management Committee:

- agreed to consult with tenants on the proposed increases of 5%
- approved the narrative for the rent consultation which is to be delivered as a separate document direct to tenants.
- noted an on-line feedback form will also be available via the Association's website in addition to seeking telephone surveys via an independent research company.
- noted feedback from the consultation will be considered at the meeting scheduled for 30th January 2023.

Item 4 Arrears

- 4.1 Committee noted the update on arrears and whilst noting a relatively stable position in terms of arrears, it was highlighted that there is an increasing level of tenants requiring assistance in terms of welfare advice, ongoing support and assistance which is being provided by the Association's Welfare Rights Officer alongside the Advice Centre.
- 4.2 It was highlighted that over the next couple of months we anticipate an increase in arrears due to the cost of living crisis, increase in energy and grocery bills as well as the Christmas period. This will be monitored and mitigated where possible.

Item 5 EVH – Proposed Salary Increase 23/24

- 5.1 Following liaison between EVH and Unite the Union, the proposed salary increase for the year 23/24 is 5.25%. It is proposed that all staff receive an additional £150 each month of January, February & March 2023. Management Committee are to consider this ballot with a view to providing a response to EVH.
- 5.2 Staff left the meeting to allow Committee members to deliberate and confirmed they would support the proposal within the ballot as noted above.

Item 6 Membership Report to 30th November 2022 –Committee noted that there was no matters to report on the membership report at this time.

Item 7 Development Update:

- 7.1 **Altyre Street** – Committee were reminded that a mineshaft has been identified and the exact location thereof requires to be located. However, this requires a permit from the Coal authority to commence investigation works, which in turn would transfer liability for the shaft to the Association for a period of 12 years. It was noted that liaison is ongoing with the Association's insurers.

Committee were reminded that a previous desk top survey of the Altyre Street site had suggested that there was a mineshaft present on this site, although the exact location and form of the shaft was uncertain. A detailed investigation would need to be carried out on the site to locate the shaft and to clarify what material had been used to fill the shaft and what work would be required to stabilise this material. However, before any investigation works could be undertaken the Association would need to obtain a permit for these works from the Coal Authority. At present the Coal Authority has the responsibility for the shaft but when the permit is granted for the works the responsibility for the shaft transfers to the Association. The risk then sits with the Association

for a period of 12 years after the completion of the remedial works before the risk transfers back to the Coal Authority. Unfortunately, the project engineer has confirmed that there is no other way to carry out these essential works and this is standard procedure by the Coal Authority in these situations.

The Association has highlighted this transfer of risk and potential future issues to our insurers and we are awaiting a response.

- 7.2 **Easterhill Street** – It was noted that the council has recommended we carry out any works as soon as possible and they will reimburse Tollcross Housing for the cost.

It was noted that the City Council had committed to this project and asked that it is progressed as quickly as possible with a view to the work starting on site next financial year.

- 7.3 **Ogilvie Street** – Business Confidential

Item 8 **Changes to the Scottish Social Housing Charter – 2022** – It was agreed to amend the agenda to include this item. The 2017 Scottish Social Housing Charter has been updated in 2022. Committee noted the changes contained within the report.

Item 9 **A.O.C.B.** – No other competent business raised.

Item 10 **Date and Time of Next Meeting:** 12th December 2022 @ 6pm. POST MEETING NOTE: Following consultation with Committee members, it was agreed that as there was no material business for discussion, this meeting would not proceed. Next meeting will be 30th January 2023 at 6.00 pm.