

**Minutes of the Management Committee Meeting held on Tuesday 28 April 2020
at 7.30 pm (held using Google Meet)**

Committee members present	L Alexander A McDonald J L Addams L Bald S Baxter M Gunn J Leith J McCuaig M Midgley J Renton D Todorova	Chair Treasurer
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In attendance	A Cant F Dodds	Director Housing Assistant
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DECISION/ACTION

1 CONFIDENTIAL BUSINESS

There was no confidential business declared

2 APOLOGIES FOR ABSENCE & RULE 40.3 ATTENDANCE

Apologies for absence were received from C Littlewood and M Stolarek. No one affected under Rule 40.3.

Noted

3 DECLARATION OF INTERESTS

There were no declarations of interest.

4 TOPICS FOR ANY OTHER BUSINESS

No items were submitted.

5 MINUTES OF THE PREVIOUS MEETING

There was no meeting held in March due to the Covid-19 situation. A McDonald proposed, seconded by J Leith, that the minutes of the February meeting be accepted and this was agreed.

Approved

6 MATTERS ARISING

The Director explained that the preparation with the new housing software was going well and we went 'live' as of yesterday (27 April) for rents and repairs, etc.

Noted

7 OFFICE BEARERS' REPORT

The report regarding the commercial property was noted

Noted

8 LISTER AND THE COVID-19 SITUATION

The report was discussed in detail. Gas Safety Inspections are still going ahead with the engineers wearing protective equipment and social distancing being observed. Emergency work is being done where possible but normal repairs are not taking place. A skeleton staff rota was in place.
The possibility of telephoning vulnerable tenants was discussed.

Noted

9 FEEDBACK FROM THE SCOTTISH HOUSING REGULATOR ON OUR ASSURANCE STATEMENT

It is clear that there was a range of things what our AS needed to cover. The regulator recognised that it is good to encourage variety.

Lister's statement was found to cover all of the areas required by the statutory guidance but could be expanded slightly.

Noted

10 UPDATE: TENANCY AGREEMENT OF THE MULTI SHARED FLATS

We have been exploring various options for possible solutions to the current problem with the multi tenancy agreement in relation to Universal Credit and council tax. After careful consideration it is proposed that there be no change to the current tenancy for the multi shared flats.

Agreed

There will be a consultation with the multi tenants on this topic.

To consult

11 TOLLCROSS COMMUNITY COUNCIL

No minutes produced since AGM.

Noted

12 HOUSING OFFICER'S REPORT

1) **Arrears.** March arrears were £25,049.60 a decrease of £15,242.62 compared to February. The timing of closing the books (due to the end of the financial year) affects this figure significantly. The breakdown of arrears is straightforward.

Noted

We can expect arrears to increase due to Covid-19.

2) **Individual arrears.** Case 1 – UC claim. Agreement to be made. Case 2 – UC claim. CV19 sisted case. Case 3 – Agreement defaulted in March. Return to court. Case 4 – Agreement default not resolved. Returning to court. Case 5 – Change of circumstances. UC claim updated. Case 6 – UC Claim made. Agreement holding. Case 7 – Change in circumstances – New agreement made in February. Case 8 – Agreement defaulted. CV19 sisted case. Case 9 – Agreement holding. Case 10 – Cleared in February 2020. Case 10 – Notices to be served.

Noted

3) **Voids.** There were two voids in March.

Noted

4) **Allocations.** There were no re-lets in march. *Noted*

5) **Overdue gas services.** There were no overdue services since the previous meeting. *Noted*

13 DIRECTOR'S REPORT - no report

14 MEMBERSHIP

1) **Applications.** Committee noted the following application had been approved: *Noted*

<u>Member number</u>	<u>Address</u>	<u>Approval date</u>	<u>Date of start of membership</u>
nil			

2) **Cancellations.** Committee approved the following cancellations: *Approved*

<u>Member number</u>	<u>Address</u>	<u>Cancellation date</u>
901	Keir Street	7.10.19
331	Lauriston Place	20.2.20
886	Keir Street	16.3.20

15 ANY OTHER BUSINESS

The Director reported that there had been a bad fire at a flat in Keir Street and we were working closely with those affected and our insurers.

There being no other business the meeting closed at 8.10 pm