

LISTER HOUSING CO-OPERATIVE LTD

Minutes of the Management Committee Meeting held on Tuesday 29 November 2022 at 7.30 pm (held face-to-face & virtually using Google Meet)

Committee Members present: **F-to-F:** L Alexander, A McDonald, J L Addams, J Dydak, M Midgley, J Renton.
Online: J McCuaig

In attendance: J Rankin (CEO), M Stolarek (Housing Officer), F Dodds (Housing Assistant), A Ross (Harbour Homes Group Finance Manager).

7.30 PM MAIN MEETING

ITEM	DECISION/ACTION
1 CONFIDENTIAL BUSINESS There was no confidential business.	
2 APOLOGIES FOR ABSENCE & RULE 40.3 ATTENDANCE There were apologies from L Bald and C Goodwin. No one affected under Rule 40.3 (attendance clause in Rules).	<i>Noted</i>
3 DECLARATION OF INTERESTS There were no declarations of interest.	
4 TOPICS FOR ANY OTHER BUSINESS There was one item noted to be raised as AOB.	<i>Noted</i>
5 MINUTES OF THE PREVIOUS MEETING J-L Addams proposed, seconded by M Midgley, that the minutes of the previous meeting be accepted as a true record, and this was agreed.	<i>Approved</i>
6 MATTERS ARISING There were no matters arising.	
7 OFFICE BEARERS' REPORT There was no Office-Bearers business to report.	
8 QUARTERLY ACCOUNTS: QUARTER 2 - YEAR TO 30 SEPTEMBER 2022 (a) A Ross presented the Finance Report and Management & Accounts for the six months to 30 September 2022. The surplus amounted to £117,584, resulting in a positive variance of £111,103 against the budget. The variance arose from actual income being £188 more than budget and total expenditure being £110,915 less than budget. The net rental income has a positive	<i>AS agreed, Chair to sign</i>

variance of £235. Total operating cost showed a positive variance of £110,915 against budget. Committee approved the Finance Report and Management Accounts for the six months to 30 September 2022.

A Ross was thanked and left the meeting at 19.50.

9 EESSH2 Update and Report

The CEO spoke to the proposal from Changeworks in relation to conducting EESSH2 'Baselining' work which comprises an analysis of the stock, in order to identify a 'road map' of potential specific measures towards both EESSH2 and Net Zero targets. Noted that Changeworks are familiar with Lister stock, having worked with Lister previously on various pieces of work.

Following review and discussion, agreed that Lister should proceed with this important piece of work. The CEO also agreed to ask Changeworks to provide a generic report to give the Committee an idea of what they will be doing. The Committee approved proceeding with this proposal.

CEO to liaise with Changeworks re providing a generic report

10 QUARTERLY MAINTENANCE STATISTICS – Q2 JULY-SEPTEMBER 2022

Committee noted the statistics for the quarter to 30 Sept 2022.

Noted

11 HOUSING OFFICER'S REPORT

1) **Arrears.** October arrears were £32,669.71 an increase of £1998.87 compared to September 2022.

Noted

Former Tenant Arrears. There was no difference to the FTAs owing.

Noted

2) **Individual arrears.** These were outlined in detail by the HO. The Committee agreed with the recommended actions and noted the other cases.

Noted and actions approved

3) **Void.** There were no properties void in October.

Noted

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

Noted

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

Noted

12 CEO REPORT

1) **Lister Tenant Survey.**

The CEO discussed the proposed process for conducting the upcoming tenant survey, and also set out the suggested additional questions which could be considered on this occasion. Following discussion, the Management Committee agreed the process, and the supplementary questions to be included.

Noted and approved

- 2) **EVH Employers Ballot on Pay Negotiations / Cost of Living Proposal.**
 EVH has been negotiating the annual cost of living salary award for its members'. The Committee discussed and approved voting in favour of the EVH Recommendations of a monthly payment of £150 for each employee in January, February and March and a 5.25% increase on all salary points from 1st April 2023, in the upcoming ballot. *Approved and officers to progress*
- 3) **Tenant Participation Review.**
 The review was discussed and noted. *Noted*
- 4) **Planning Application Neighbour Notification.**
 The application was discussed and noted. *Noted*
- 5) **Cost of Living Crisis Funding Applications.**
 Lister has recently secured funding from both the SFHA Fuel Support Fund and also Lottery funding, enabling us to support tenants financially with the cost of living crisis. *Noted and officers to progress*
- 6) **Christmas Events and Committee / Staff Meal.**
 Agreed that Lister tenants over 65 years of age will receive a voucher as usual, and children under 16 will receive £10 cash for Cinema tickets. The suggested date for the annual meal is either Friday 3rd or 10th February. *Agreed and officers to progress*
- 7) **SHR Tenant Panel.**
 The SHR is currently looking for new members for its Tenant Panel. The information will be communicated to our tenants via our newsletter. *Noted*

14 MEMBERSHIP

- 1) **Applications.** Committee noted the following application had been approved. *Noted*
- | Member no. | Address | Approval date | Date of start of membership |
|------------|---------|---------------|-----------------------------|
| None | | | |
- 2) **Cancellations.** Committee approved the following cancellations of membership:
- | Member no. | Address | Reason | Cancellation date |
|------------|---------|--------|-------------------|
| None | | | |

15 COMMUNITY ISSUES

- 1) The Grassmarket Project are holding an event on the weekend of 29-30 April 2023. A query was raised as to whether Lister would be able to put a programme of

events in with a newsletter. As there may not be a newsletter around this time, it was suggested that we could do a separate flyer for officers to deliver.

Noted

- 2) J Renton enquired about subsidence on Keir Street. The surveyors have been on site and will continue to visit affected properties, with a report to follow.

Noted

16 ANY OTHER BUSINESS

The Committee discussed and agreed to change the start time of the meetings. It was agreed that the new start time will be 6.30pm.

Agreed

The meeting closed at 9pm.