

PAISLEY HOUSING ASSOCIATION

MINUTES OF THE BOARD MEETING HELD ON 24th JANUARY 2022 AT 6.30PM

This meeting was a virtual meeting using 8x8 platform.

Present: Jim Weir, Ian Johnstone, Mairi Maclean, Karen McMillan, Michelle Hart, Saroj Bains, Neil McCall, Sandra Loney, Drew Mason.

In Attendance: Kathleen McCutcheon, Elaine Thomson, Lorna Colville, Tracy Fraser and Sandra Marshall.

Observer: Laura Clark, Claire French and Andrew Paterson who joined 6.56

1a) APOLOGIES

None

b) RECORD ON ANY POTENTIAL CONFLICTS OF INTEREST

None

2a) MINUTES OF MEETING HELD ON 30.11.2021

Minutes of meeting agreed. Proposed by Jim Weir and seconded by Karen McMillan.

b) MATTERS ARISING

First Development Sub meeting will be held virtually on Monday 31st Jan 2pm on 8x8.

Board noted.

3) DRAFT RENT AND SERVICE CHARGE REPORT

Housing Manager along with Head of Finance & IT explained the different options recommended.

Housing Manager explained that the new development at Westerfield would not increase by the same percentage that Board agree to consult tenants on as due to it being a new build, Scottish Government set maximum rents for first year of the new build that Association must adhere to, these are known as Benchmark rents. Our rents for 2 apartment tenement properties are currently above the benchmark rents allowed. These properties will catch up with our rents in 23/24.

There was discussion and questions from the board regarding the properties that are within the phased rents and will therefore see a higher increase than those at target rent. Chief Executive explained how the Rent Setting structure is entering year 7 of a 10 year programme to align our previously stock transfer properties with the rest of

our stock. These properties had remained artificially low as part of the stock transfer deal and therefore started at a lower level. The “phasing” of rents is to increase these rents over a long period to bring them up to the same level as other PHA rents for the same size and type.

The Board proceeded to vote on the 3 options being presented for consideration by a raising of hands.

Option 1

Consult tenants on a rent increase for properties at target rent of 4.5% - 6 votes

Option 2

Consult tenants on a rent increase for properties at target rent of 3% – 3 votes

Option 3

Consult tenants on a rent increase for properties at target rent of 2.5% - 0 votes

Option 1 was approved.

With regards to the service charges proposed for consultation, Finance advised that there had been an adjustment to the proposed amounts for close cleaning for Gordon Street – adjusted £7.85 per month with general tenement close cleaning adjusted to £7.04 per month.

Housing Manager advise the Board that charges for close cleaning and landscape maintenance are based on the actual cost for each of these services as charged by the contractor.

The Board also approved the service charges proposed for consultation.

Housing Manager left 7.20pm

4) DRAFT PLANNED & CYCLICAL MAINTENANCE

Head of Technical advised that we had a new stock condition survey this year and found that the immediate recommendations were already within our 5 plan, and most other recommendations within our 10 year plan. The H of T and H of F have liaised over the costings used for the 30 year plan given the current sharp tender price increase on some components.

Head of Technical explained that due to pandemic planned maintenance had slipped and the larger proposed 5 year programme reflected us trying to get back to where we had expected to be by Year 5.

Board questioned the kitchen costs and Head of Technical confirmed that the costs included the removal of old kitchen, supply of new kitchen along with splashbacks

and also vinyl flooring and decor. Head of Technical confirmed the reason we only consult on Year 1- things can change year on year.

Board questioned sustainability and H of T advised that in the absence of new low carbon but affordable alternatives we have to stay with our gas programme at present. There is lower carbon wet electric heating, but EPC calculations to pass EESSH favour gas heating in its computer model. RSL were encouraged by Scottish Government to get rid of their electric heating. The expectation is that the Governments computer modelling will have to be updated. CE has stated that we are possibly looking at getting some 'sustainability' consultancy from Maryhill Housing.

Board Approved for consultation year one of the 5 year Planned Maintenance and Cyclical Programme for 2022/23-2026/27

5) DRAFT 5 YEAR FINANCIAL PLAN 2022/2027

Head of Finance & IT went over the report noting the basis of the assumptions and in particular the assumptions still to be confirmed e.g. staffing costs. We don't know this yet as EVH and Union are still consulting and proposed rent increase, the lower option 2.5% was assumed in the draft.

No questions from the Board.

Head of Finance and IT also confirmed that SHAPS had issued a letter regarding the pension deficit stating to assume this will not end in Sept 2022 as originally planned. It was noted intend to provide a clearer update in March 22, but we should assume deficit will require to be paid up to (at least) Mar 2023. The Draft Financial Plan assumes it will continue for the 5 years,

Board Approved the draft 5 year financial plan and the assumptions therein.

6) MCN BATHROOM CONTRACT

[REDACTED]

Board Approved the proposed action [REDACTED]

Head of Technical left 20.00

7) ANNUAL SIGNING OF H & S RESPONSIBILITIES

Corporate Services Officer has confirmed that this information was sent out individually to all Board members and that 6 have already replied confirming details. Awaiting 4 who will be contacted this week and should hopefully reply by the end of the week

Board Approved.

8) MEMBERSHIPS

Corporate Services Officer confirmed there were 3 new memberships.

Laura Clark
Emmanuel Dufegha
Claire French

All of these new memberships are looking to join our Board.

Board Approved.

10) AOCB

- Special Leave for Laura Clark – for Feb and March

Board Approved

- CE confirmed Development papers posted today for Drew and Sandra. CE will hand deliver Jim and Karen's.

- CE confirmed that staff will be working from home till the end of Feb when we will have a further update from Scot Gov.

13) DONM

Monday 21st February 2022

Chair thanked the new members and observers for their attendance.

Meeting Ends 8.10pm