

Prospect Community Housing
 Committee Meeting – October 2022
 26 October 2022, 7:00 PM — 9:00 PM BST

Present:	Naomi MacKenzie Jolly Oluka Chuks Ododo Amanda Miller Mary MacRaild Alan Gee Sharon-Lee Bow Shulah Allan Simon Campbell Brendan Fowler Catherine Louch Neil Munro Colin James Marianne Wilson	Chairperson Secretary Committee Member Committee Member Committee Member Committee Member Committee Member Committee Member Committee Member Director Housing Manager Property Services Manager Finance Manager Corporate Services Officer
Apologies:	Peter Matthews Mo Connolly	Treasurer Vice Chair

1	Welcome and Apologies
	Brendan Fowler welcomed all attendees to the meeting and apologies were noted from Peter Matthews and Mo Connolly.
2	Declaration of Interest
	There were no declarations of interest.
3	Six monthly review of Community Projects
	<p>Naomi welcomed Caroline Richards to the meeting and Caroline gave a presentation on our Community Projects work.</p> <p>Caroline gave an update on the Energy and Fuel Bill support project and advised that we are taking part in a new ARCHIE and Changeworks project which offers an early intervention service to help new tenants going into a property.</p> <p>Caroline gave an overview of the local place plan. She highlighted the 8 themes that the place plan is looking at. Within these 8 themes are 36 proposed projects, which are a mix between high level strategies and practical things such as how to improve how the local area looks.</p> <p>Caroline highlighted the success of the recent fun run, which had just over 100 people attend.</p> <p>There was a recent community clear up, where the council, police, tenants and some private company volunteers took part in a week of clearing and tidying different areas of Wester Hailes. This was a really positive event, the clear up was appreciated by all</p>

	<p>tenants and it was good to work alongside the council building more networks and relationships.</p> <p>Caroline opened up for questions and a discussion took place around the place plan and if it was a costed exercise or not. Caroline confirmed it was not costed and there was no set timeline. There is commitment from the council to continue with the meetings in the short term, this is to make sure the momentum is maintained and suitable governance arrangement is agreed going forward.</p> <p>Naomi thanked Caroline for attending and providing the update. Caroline left the meeting.</p>
4	Minutes of Meeting held on 28 September 2022
	<p>The minutes of the meeting held on 28 September 2022 were proposed by Jolly Oluka, seconded by Alan Gee and approved by all members present.</p>
5	Matters Arising Report
	<p>The Matters Arising report was noted.</p>
6	Schedule of Authorised Signatories
	<p>The authorised signatories were proposed by Shulah Allan, seconded by Mary MacRaid and approved by all members present.</p>
7	Register of Undertakings
	<p>The Register of Undertakings were noted.</p>
8	Policy Review
	<p>PER03 Staff Training and Development policy was presented by Brendan Fowler and Brendan noted there were no major changes to the policy.</p> <p>The decision to accept this policy was proposed by Alan Gee, seconded by Mary MacRaid, and approved by all members present.</p>
9	Management Team Report
	<p>Brendan gave an overview of his section of the report, discussing the rent freeze situation imposed by the Scottish Government.</p> <p>A discussion took place around this area and Brendan noted that there was an issue with the drafting of the legislation as we would not be able to serve a rent increase before the 1st April. The Scottish Government have accepted that this was not the intention and legislation will be redrafted.</p> <p>It is proposed that social housing should be treated differently from the private sector, and the government have confirmed they will have a decision on how the social sector will be affected by the 14 January at the latest. Ongoing lobbying will take place to try and make sure that there are no rent restrictions in place for the social sector after the 31 March.</p>

	<p>A discussion around how that affects the budget working group and the decisions around the budget process took place. We have already consulted with tenants on the maximum of 4% rent increase. However, we will look to do specific scenarios around if the rent freeze happens or if there is a rent cap. We will work towards the original timetable.</p> <p>Brendan added that there is a local situation right now where the leader of the City of Edinburgh Council is proposing to write to the Scottish Government to ask that the rent freeze is extended beyond the 31 March. Brendan is attending a meeting to get across the Housing Associations opposition to this letter being sent.</p> <p>Salary increases were also mentioned and it was confirmed that EVH have started the negotiation discussions earlier than the usual this year between the unions and EVH.</p> <p>Neil added to his report confirmation that Changeworks will have a presentation at the Strategy day for us.</p> <p>Catherine had nothing further to add to her section of the report.</p> <p>Colin had nothing further to add to his section of the report.</p> <p>The report was noted.</p>	
<p>10</p>	<p>Quarterly Management Accounts to 30 Sept 2022</p>	
	<p>Colin presented the Quarterly Management Accounts, highlighting some figures via presenting mode on Convene.</p> <p>Colin highlighted the overspend with reactive housing maintenance, which is likely to continue due to the increase in costs.</p> <p>The Quarterly Management accounts were noted.</p>	
<p>11</p>	<p>Committee Residential Training Plan</p>	
	<p>Brendan discussed the training needs identified by Committee from recent appraisals, and noted that Finance was the common thread. Other areas could be;</p> <ul style="list-style-type: none"> - a follow up on the EESH2 and decarbonisation plans. - Refresher training on Health and Safety <p>Brendan asked the Committee for suggestions on other topics they would like covered. It was suggested that the finance papers are made more visual with graphs and other visual aids to make the papers easier to follow. Equalities training was suggested and it was agreed that Management team would look at where it falls on the cycle. Another suggestion was more information on the place plan, it was agreed we could look to see if we can do a follow up session on this. It was suggested that we could look at progress on the Granton masterplan which is further ahead of that in Wester Hailes.</p>	

	<p>Regarding the venue, the committee confirmed they were flexible on venues as long as some leisure facilities were on site.</p> <p>The Management team will take away comments and come back with ideas on topics and venues.</p>
12	Developments
12.1	<p>Development Update</p> <p>Neil provided an update on Kingsknowe; we have now received an offer from Smarts which has not increased in price since the last offer 12 months ago. We have gone to our solicitors to draft an acceptance, subject to grant being awarded and full Committee approval at a later date.</p> <p>Brendan confirmed that the Development Working Group will meet over the next month to discuss Kingsknowe and the Woods Centre.</p> <p>There is progress with the gap sites, with initial discussions with planners.</p> <p>Neil spoke with the developer at The Gyle this week and they are working towards submitting planning together with the larger neighbouring site.</p> <p>Neil advised himself and Brendan met with the contractor for the Woods Centre today, along with the architect and engineer. We are working towards planning at the moment with design meetings taking place every 4 weeks.</p>
12.2	<p>Decision on purchase of Woods Centre</p> <p>Brendan confirmed we are happy with the legal document overall apart from the clause stating we have to submit planning within 4 months of signing the document. We feel this is too tight after discussions with CCG. We asked for this to be changed 3 or 4 weeks ago now with the council and we are awaiting a response on this. In the meantime, CCG are working on this project.</p> <p>We do need committee approval before signing up to this. However we will not be purchasing the site until planning is approved, which will be at least a year away.</p> <p>The decision to enter into a agreement to purchase the Woods Centre site subject to planning being approved was proposed by Mary MacRaid, seconded by Alan Gee, and approved by all members present.</p>
13	Information Only Items
	<p>The following reports were noted:</p> <ul style="list-style-type: none"> - 6 monthly review of Corporate Objectives
14	AOCB
15	Date of Next Meeting: 30 November 2022 at 19:00

	<p>Brendan advised there will be a pre meeting on the outcome of the tenants survey, to include a short presentation. This will be from 5.15pm, with tenants forum members and people can join online if they wish.</p>	
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Signed:



Date: January 2023