

**West Whitlawburn Housing Co-operative**  
**Management Committee Meeting of**  
**Monday 13th<sup>th</sup> February 2023 at 6.30pm**  
**Meeting held in Whitlawburn Community Resource Centre**

**In attendance:**

**Committee:**

S Anderson – Chairperson (SA)  
D Murphy (DM)  
A Duffin (AD) – Secretary (AD)  
B McNicol (BMcN)  
R Alexis (RA)

E Kerr (EK)  
K Stubbs-Gorman (KSG)  
A Anderson (AA)  
M Alcorn (MA)

**WWHC Staff:**

G Clayton – Deputy Director (DD)

**Apologies:**

**1. Apologies**

Apologies received from P Welsh (Vice Chairperson) and S Marshall (Director). Meeting is quorate.

**2. Confidentiality**

The Chairperson reminded all members present about the importance of confidentiality.

**3. Declaration of Interests**

AD declared an interest under agenda item 6 a in relation to being a Board Member of Glasgow West of Scotland Forum of Housing Associations and is already recorded on WWHC's Register of Interests. No further action was required.

**4. Equalities and Human Rights**

No issues raised at this meeting.

**5. Budget and Rents 2023/24**

The DD presented the report contained in the papers. The DD referred Committee to the previous reports and discussions in relation to the Cost of Living (Tenant Protection) (Scotland) and the Scottish Government decision not to impose a freeze or cap for the sector for 2023/24 which was announced on 21st December 2022.

The DD highlighted that members of the Scottish Federation of Housing Associations (SFHA) and Glasgow West of Scotland Forum (GWSF) of Housing Associations have reported planned increases averaging 6.1%. The DD referred to the update from GWSF appended to the report which provides a final update on the GWSF membership rent increase / consultation positions.

At the meeting on 9th January 2023, Management Committee agreed the expenditure budget for 2023/24. Committee instructed staff to consult tenants/members on a rent increase of 5%.

The DD referred to the tenant consultation. The DD noted that consultation information was issued to tenants via letter with a QR Code linked to CX Feedback and issued electronically by text / email where we have up to date contact details. The information was also posted on WWHC's website. All responses were collated in CX Feedback.

The DD highlighted the increase in the response rate compared to previous years. A response rate of 13.6% was received this year, compared to a 1.2% response rate for the 2022/23 consultation. Committee discussed the positive increased response rate and noted the work put into to CX Feedback to achieve this.

The DD highlighted the two key questions asked in the consultation questionnaire which were:

- Taking everything into account, do you understand the need for a rent increase?
- Taking all the enclosed information into account, do you think the 5% rent increase proposed is reasonable?

82.4% of the tenants who responded said that they understood the need for a rent increase. 58.2% of the tenants who responded agreed that a rent increase of 5% was reasonable.

SA noted that the increase won't be applied to the existing 5 apartments and asked for further clarification on this point. The DD referred to the detailed budget breakdowns previously provided to Committee and advised this information highlighted that WWHC's current rent for this property type is significantly higher in comparison to WWHC's other stock types and the Scottish average rent for this property type. The DD also advised that it is common for RSL's to look at rent harmonisation across their stock, particularly for new build stock, where the rent levels are linked to the level of subsidy which have to be within the benchmark levels set by Scottish Government in order to be awarded the funding. The DD added that a similar exercise may need to be considered in future for the East Whitlawburn properties.

Committee discussed and noted the points on affordability / value for money in relation to the additional services WWHC provides. Committee will revisit this in detail during the upcoming business planning update.

The DD advised that the consultation also included questions in relation to services WWHC provides and confirmed that every comment provided as part of the feedback was included in the report for Committee information. A small amount of the information was redacted to protect tenants privacy. Tenants were also asked if they would be interested in joining the Tenant Scrutiny Panel, with 14 tenants saying that they would be interested. This will be followed up by staff.

Management Committee noted the feedback contained in the report approved the increase rents of all properties, excluding existing 5 apartments, by 5% for 2023/2024.

## **6. Delegates Reports and Affiliated Organisation Information**

### **a) Glasgow West of Scotland Forum of Housing Associations (GWSF) Membership Renewal**

The DD referred to the GWSF membership renewal letter contained in the papers. The DD highlighted the affiliation fees restructure noted in the letter and that the fees are included in WWHC's 2023/24 budget.

Committee discussed the work carried out by GSWF and agreed that the membership provides good value for money.

Management Committee approved the fees for Glasgow West of Scotland Forum of Housing Associations (GWSF) Membership Renewal for 2023/24

## **7. AOCB**

None

## **8. Date and Time of Next Meeting**

Monday 27th February 2023 at 6.30pm

The meeting closed at 18:50