



Registered under the Co-operative & Community Benefit Societies Act 2014 No. 252IR (S)  
and with The Scottish Housing Regulator No HAL 298

## Notes Tenant Scrutiny Panel meeting 27/01/2025

### Attendance

**Tenants** Malcolm Richards  
Susan Gilbert  
Billy Boyd  
John Young  
James Hughson

**Staff** Evelyn Mathershaw

#### 1. Apologies

Apologies received from 1 tenant member of the panel and three staff members who were having to attend to issues arising from Friday's storm.

#### 2. Notes from Last meeting

EM pulled up notes from last meeting and confirmed these had been placed on the website.

#### 3. Minutes from HMI Sub (10<sup>th</sup> December)

EM pulled up notes from last meeting which had been a joint one with the TS Panel and confirmed the next joint one was scheduled for Monday 10<sup>th</sup> March with the focus on Annual Return on the Charter preparations.

#### 4. Update from Rent Focus Group

The group went through the rent consultation report, which will be issued to all tenants as part of the annual rent increase process. The group were updated on the progress of the rent harmonisation exercise and the fact that it was anticipated that a new Rent Setting Policy would be taken to February's Management Committee.

#### 5. TIS Tenant Member Forum

Members agreed that they would like to attend the [online] forum on Wednesday 26<sup>th</sup> Feb 10:00am – 11:30am. It was agreed that the Association would set up the committee lounge so anyone wanting to could join as a group.

#### 6. Upcoming Review of ASB Policy

The group were talked through the timetable for the review of the ASB policy. All members expressed an interest in joining the working group.



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When	What
10 <sup>th</sup> to 14 <sup>th</sup> February	Internal Audit of ASB
Monday 24 <sup>th</sup> February 14:00	First meeting of Short Life Working Group (SLWG) looking at Review of ASB Policy
March – May 2025	4 further meetings of SLWG – dates / times to be agreed
11 <sup>th</sup> June 2025	Draft Policy to be approved by Management Committee for Consultation
June to August 2025	Wider consultation on Draft Policy and completion of Equalities Impact Assessment
September 2025	Meeting of SLWG to review consultation responses and agree any amendments to the policy
8 <sup>th</sup> October 2025	Policy to Management Committee for approval and implementation from 01/01/2026

## 7. Waste Management

The group were given a presentation on cost of rubbish uplifts and property clearance. The group noted the work the estates team is doing to improve the situation but also noted that the biggest costs incurred were in clearing empty properties. It was agreed that a site(s) visit would be arranged and that Falkirk Council Waste Management would be asked to identify areas of good practice with other landlords. Site Visit to be arranged in March.

## 8. TP Strategy Action Plan Update

The group reviewed the Action Plan and agreed some changes / updates with the Housing Manager. The Action Plan for February / March is attached to these notes.

## 9. Equalities / Communication

As part of the feedback on rent consultation there was a more general discussion about engaging harder to reach groups and the consideration being given to the development of a 'communication passport' style approach. It was agreed that EM would look at the potential setting up a meeting, inviting colleagues from corporate services and possibly an interested member of the Management Committee to explore this topic further.

## 10. Facilitated staff free meeting

Following previous discussions around the possibility of arranging a meeting of the panel without Paragon staff members being present it was agreed that this be progressed with a meeting being arranged in March.

**11. Date(s) and Times of Next Meetings**

Monday 24<sup>th</sup> February 2:00pm -SLWG Review of ASB Policy

Wednesday 26<sup>th</sup> February 10:00am – TIS online Tenant Forum

Monday 3<sup>rd</sup> March 10:30am -TS Panel Meeting

Monday 10<sup>th</sup> March 11:00am – Joint meeting with HMI Sub

Thursday 20<sup>th</sup> March – to be confirmed possible site visits and / or facilitated meeting.

Monday 24<sup>th</sup> March – to be confirmed possible site visits and / or facilitated meeting.