

**Working Group on Maintenance of Tenement Scheme Property  
Minutes of Meeting 4 – Thursday 13 November 2018  
5:30pm in The Scottish Parliament, Committee Room 3**

**Attendance**

Graham Simpson MSP, Maureen Watt MSP, John Mason MSP, Alexandra Herdman, Euan Leitch *Built Environment Forum Scotland*, David Gibbon *Tenement Action Group*, Alison McDiarmid, *Property Managers Association Scotland*, Professor Douglas Robertson, Jocelyn Cunliffe *RIAS Conservation Committee*, Jackie Timmons *City of Edinburgh Council*, Scott Geekie, *Tenement Action Group*, Andrew Milne *DM Hall*, Annie Flint *Tenement Action Group*, John Blackwood *Scottish Association of Landlords*

**Apologies**

Andy Wightman MSP, Daniel Johnson MSP, Stuart McMillan MSP, Jeremy Balfour MSP, Gordon Lindhurst MSP, Matthew Leitch, Hew Edgar RICS Scotland, Neil Watt former President of the Property Managers Association Scotland, David Bookbinder Glasgow and West of Scotland Forum of Housing Association, David Sinclair Tenement Action Group, David Stewart Scottish Federation of Housing Associations, Andrew Steven, Elizabeth Leighton Existing Homes Alliance

**1. Minutes of 13.09.18 Meeting**

Agreed

**2. Forward Planning**

Prof Douglas Robertson Report and interim group proposals to be launched on 16 January at parliamentary reception. Six week consultation on proposals (concludes 27 February) further 6-8 weeks to finalise working group proposals to Parliament.

**3. Sub Group reports**

**FOI Responses-** data gathering ongoing, varied response rate and consistency of data a challenge.

**Owners Contact Details** – Jackie Timmons reported that City of Edinburgh Council in dialogue with the Information Commissioners Office with regard to proposal to implement a process to enable the Council to release absent owners contact details to lead owners. Positive response from ICO, seeking clarification on public interest, necessity and proportionality. CEC also consulting on owners' views on the proposal with over 90% responses so far in favour of CEC sharing contact details. Potential implementation in April 2019 if agreement from ICO and Council's Information Governance Unit. Potential model for other local authorities.

**Building Inspection**

Working Group recommended that the Home Report should link electronically to the Building Condition Survey. Case study (North American) should also be included in the recommendations.

**ACTION: Hew Edgar, Euan Leitch, Andrew Milne, David Gibbon, Neil Watt, Jocelyn Cunliffe**

#### Sinking Funds

Further clarification from UK Finance to be received, potential basis for consultation questions.

Confirmation from Safe Deposit Scotland that model could apply to sinking funds.

Amount paid into each individual share could also be determined as outlined by Scheme Costs in the [Tenements \(Scotland\) Act 2004, Schedule 1. Rule 4.2.](#)

#### Owners Associations

Delete the reference to the exclusion of smaller tenements.

#### Amendments to Tenement Management Scheme

Third paragraph, change “should” to “could”.

**ACTION: Annie Flint, Scott Geekie, Alison McDiarmid, Andrew Steven, John Blackwood**

#### **4. Housing Beyond 2021**

Scottish Government discussion paper to set out vision for homes and communities in 2014, options and choices to get there. Energy efficiency is referenced but not maintenance and repair, nor acknowledgement that 80% of existing housing will be in use 2050. Working group will point out need for government attention to this matter and link to papers.

**ACTION: Euan Leitch**

#### **5. Professor Douglas Robertson Report.**

Final edit being undertaken and case studies being finalised.

#### **6. AOCB**

Daniel Johnson MSP constituents’ responses noted and similar results shared by John Mason MSP.

Sub Groups to provide summaries of recommendations and amended papers to secretariat by **Monday 10<sup>th</sup> December.**

#### **7. Next Meeting**

**Wednesday 16<sup>th</sup> January 2019, 6-8pm, Scottish Parliament**