



2003 – 2024
21 years of supporting tenants

MINUTE OF MEETING HELD IN MAYFIELD CENTRE, ST NINIANS,
ON 20th AUGUST 2025 AT 10.00am

Present:

William Derrick
Hugh McClung
Sarah-Jane Dunbar
Margaretanne Browne
Moir Robertson
Luke Scrivens (Independent Tenant Participation Officer)

Apologies:

Anna Johnston
Robert Cairney

In Attendance

Simon Bain, Service Manager – Housing Management and Homelessness

Simon asked if he could speak first as he had another meeting at 11am.

The STA had previously had a discussion on the proposed Decoration and Disturbance Allowance Policy. Simon wished to reword this to include a policy for when tenants have to be decanted.

Below is the text he read out in his own words.

“Here is the text I read out that we propose to include, providing additional context to the Disturbance and Decoration Policy for your consideration. As I mentioned, we propose renaming the policy the Decant, Disturbance and Decoration Policy.

Absolutely nothing has been changed, nor is there any operational impact with respect to the Disturbance and Decoration elements you have been discussing with Alexa.

This policy outlines the approach Stirling Council will take when a situation arises that requires us to decant a tenant to temporary accommodation. Our primary consideration is the health and safety of our tenants, other occupants, and/or surrounding neighbours. We will provide decant accommodation in the following circumstances:

- *The property is uninhabitable (e.g. due to fire or flood).*
- *Repairs are required that would create an unsafe environment for the household.*
- *Products required for the work would create an unsafe environment for the household; or*
- *The property requires refurbishment or modernisation, and it is not practical or suitable for the household to remain in the property while the work is carried out.*

We will take into account individual and household circumstances when offering alternative temporary accommodation and will make all reasonable efforts to meet these needs. Where no suitable option is

available within our own stock, we will seek to mutually agree alternatives and reach a reasonable compromise where possible.

The aim of this policy is to ensure that an effective and supportive service is provided to tenants who need to be temporarily absent from their home. We recognise that being decanted can be a stressful experience, and it is important that tenants are provided with clear information and ongoing support throughout the process. To minimise disruption and ensure a smooth experience, we will:

- Ensure the decant process is well managed and causes as little disruption as possible to the household.*
- Offer decant accommodation that meets the needs of the household, including medical requirements, as far as is reasonably practicable;*
- Minimise the time households spend away from their home, returning them as soon as practically possible.*
- Keep decanting costs to the Housing Service to a minimum where possible; and*
- Provide assistance to tenants who are required to move, managing the move in a responsible and supportive manner.*

The type of property available and the expected duration of the decant will determine the actions required at both the original tenanted address and the decant address. Where we use our own housing stock for decanting purposes, the property will meet our Lettable Standard.

While our preferred option is to use either vacant mainstream or homeless temporary Council properties, if no suitable option is available, we will assess whether it is feasible to postpone the required works. If the work cannot be postponed, we will use homeless temporary accommodation, hotel accommodation, or other temporary lets identified by the Council. The choice and availability of decant accommodation will depend on what vacant properties are available at the time. The possible types of temporary accommodation include:

- Emergency accommodation provided by the Council.*
- Staying with friends or relatives (where suitable and agreed).*
- Stirling Council housing stock.*
- Hotel accommodation.*
- Other temporary lets identified by the Council.*

In addition, I shared some ideas for your consideration regarding organising a series of Working Group sessions that would focus on anti-social behaviour, which would serve as a useful starting point to inform the Anti-social Behaviour Strategy which has still to get underway, involving both the Housing and Community Safety Teams. Luke will follow up with you to gather further feedback in the coming weeks and fix dates in the calendar.

Many thanks, Simon

Simon Bain, Service Manager – Housing Management and Homelessness

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Simon left the meeting.

1 Matters Arising and Approval of Minutes

1 item 5, Katy McBride said she would be making recommendations to the Review Working Group. Luke will email Katy.

2 item 9, The OT left Housing and has not been replaced.

3 Chairs report item 1, the special meeting on 21st July for ideas for recruiting new members came up with More speakers at STA meetings

Subscribers to the newsletter

More on-line so people do not have to attend

Making use of Luke's new programme CX

Minute was approved by Sarah-Jane and seconded by Hugh.

Chair's Report:

1. Anna, Luke and Willie attended a meeting in the Cornton Community Centre where a proposal for a survey on Green Spaces in Cornton and what to do with them was brought forward. One suggestion was for an Outside Gym in Montgomery Way.

Secretary's Report:

Anna was not present, but Willie said everything she has received has been forwarded to the STA.

Treasurer's Report:

1. Sarah-Jane said that at long last the bank has confirmed that the Mandate has been changed. The STA will receive £120 in bank compensation for the hassle. It is a Community Account.
2. The change of address for bank statements to be sent to can now be done because the mandate has been changed.
3. Balance is £5023.04

Tenant Participation Officer's Report:

1. CX has finally been launched, and STA members have been asked to respond to a survey to test it out.
2. National Housing Day is 19th September and the theme is Communities.
Willie asked if the committee would agree to getting a £50 supermarket voucher for tenants who completed a STA survey on the day, and this was agreed. It will be drawn at Allan Water House on a later date. The compensation from the bank could be used to pay for it.
3. Luke will set a date to give Margaretanne and Sarah-Jane training on the STA website.

Tenants Together:

1. A meeting was held in the Double Tree Hotel Glasgow. The morning was informative.
2. TT now has 2 new members.
3. June Anderson of Clackmannanshire Tenants Group asked Sarah-Jane to find out if a few members of her group could come to an STA meeting to talk about our relationship with SC, as their relationship with Clackmannanshire Council needs improvement. Luke suggested that the TP Officer is also invited. This was agreed and Anna will email her with an invitation to the STA meeting on 17th September. Luke will book Allan Water House.

Any other reports (Housing Advisory Group): None

But Hugh updated us on items he will be bringing up at the HAG meeting on Friday.

There being no further business, William closed the meeting and thanked everyone who had attended.

Date of next meeting: 17th September at 10am in Allan Water House.