

## Dovecotes Tenant Management Organisation Board Minutes

Date: Tuesday 18th September 2024, at 86 Ryefield, Dovecotes:

### In Attendance

Chair,

Chief officer, vice chair, treasurer, vice treasurer, secretary, vice secretary, board member (part), City of Wolverhampton Council Officers note taker

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#### Welcome & Introductions

- Meeting opened.
- Apologies received.
- No new declarations of interest.
- Previous minutes (January 2023) approved and signed.
- No matters arising.

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#### Chair's Update

- Update on current affairs.
- **Tenant Satisfaction Measures (TSM):** 230 surveys completed; 21 alerts resolved within 24 hours.
- **Scrutiny Panel:** First meeting held; follow-up actions to be reported.
- **Rent Increase:** Tenants informed of a 7.7% increase via letter.
- **Awaab's Law:** Discussion on increased repair costs due to damp, mould, and condensation.
- **Correspondence:**
  - Home contents insurance previously offered is no longer available; alternative provider suggested.
  - NFTMO February bulletin included in meeting pack.
  - Confirmation of allowances received: £1,280,000.

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#### Chief Officer Report

- **Rent Collection:** 98.8% collected year-to-date.
- **Budget Proposal 2024/25:**
  - Repairs & Maintenance budget increased by 7.5%.
  - Board costs reduced.
  - £10,000 allocated for community enrichment from high-interest account.
  - Small increase in administration budget.
  - Awaiting pension deficit report.

- Budget approved unanimously.

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### **Matters for Discussion**

- **Complaints/Compliments:** One complaint received in February.
- **Rent Increase Briefing:** 53-week year; UC claimants not receiving extra week. 6.7% increase in service charges.
- **Household Support Fund:** Fully spent; awaiting news on further funding.
- **Staffing Update:** Contract changes and maternity cover arrangements confirmed.
- **Board Recruitment:** One position vacant. Co-optee member reappointed unanimously.
- **Payroll SLA:** continuation approved unanimously.
- **Threshold Limit Increase:** approved unanimously.
- **NFTMO Conference;** 4 board and 4 staff members attending.
- **Easter Tuesday Staffing:** Staff working arrangements confirmed; consultation required for contract changes.

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### **Health and Safety**

- **Easter Event Risk Assessment:** Community litter pick scheduled for 27th March.
- **Crafts Risk Assessment:** Safety walkthrough planned; fire drill requested.
- **Sub Committees:** Community events and staff subcommittees held; minutes included in pack.

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### **Board Calendar**

- 27.03.24 – Easter Event
- 18.03.25 – Scrutiny Panel

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### **Any Other Business**

- Remembrance display planned.
- Away Day to discuss business plan; venue to be confirmed.
- Coach trip quotes received; promotion via newsletter and social media.

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**Meeting Closed: 6.43pm**