



# EDINBURGH TENANTS FEDERATION

## ***Annual Report*** **2019 – 2020**

*Inside this issue...*



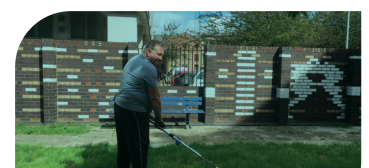
Sleep Walk for Shelter



Moreduin Multis & Maisonettes



Housing Roadshow



West Cromwell, Persevere  
and Citadel Court

## Welcome

Here at Edinburgh Tenants Federation (ETF), the umbrella organisation of tenants' and residents' groups throughout Edinburgh, our overall aim is to represent tenants across the city, ensuring tenant influence in housing policy and service decisions with the City of Edinburgh Council (CEC) and Scottish Government. Our main objective is to improve housing conditions and standards, along with the quality of life of all city residents.



EDINBURGH TENANTS  
FEDERATION

### *We work hard to do this by providing:*

- Independent advice, information and learning opportunities for tenants
- Information, advice and support to tenants' and residents' organisations to assist them develop and achieve their aims and objectives
- Networking opportunities bringing local organisations together to work on issues of collective interest
- Events to assist people to participate individually and through their groups in decision making about their homes, community, and environment.

We hope our annual report provides a flavour of the excellent work of the Federation and our members during 2019 - 2020.

### *Executive Committee*

<b>John Aitken</b>	North Sighthill Residents Association
<b>Niel Hansen</b>	Moredun Multis and Maisonettes Residents Association
<b>Nicol Johnstone</b>	Magdalene Residents Association
<b>Irina Lazarenko</b>	Edinburgh RSL Residents Network
<b>Barbara Stark</b>	Ratho Station Residents Association
<b>Betty Stone</b>	Birnies Court Tenants Association
<b>Sue Taylor</b>	Willowbrae and Duddingston Residents
<b>Christine Hudson</b>	Laichfield Community Association
<b>Maud Wylie</b>	Hailesland Park Neighbourhood Council
<b>Davie Thomson</b>	Redbraes Residents Association

This year the staff team, **Mary Callaghan** – Office Manager, **Mark Henry** – Development Worker and **Aadam Hussain** – Admin Assistant were joined by **Ilene Campbell** and **Sharon Donohoe** from TIS who are providing the Co-ordinator and Outreach Support Services, all working together to support ETF and member groups achieve our goals.

## A Message from our Executive Committee

Once again, the Executive Committee (EC) is delighted to share our Annual Report with you.

Like the rest of the world, here at ETF, it has been a year like no other....of course it all started out great, with the EC, our members and our staff team, working together to achieve our aims and objectives. This included working with the City of Edinburgh Council (CEC) to develop and negotiate our Service Level Agreement and funding, which we are pleased to report was agreed, not only for 2019 / 20, but for 2020 / 21 as well, ensuring our sub groups were meeting with Council staff to influence decisions at local and city wide levels, including, repairs, stair cleaning, sheltered housing, and welfare reform.



During this year, the Housing Revenue Account Scrutiny Group (HRA) recommended a number of improvements to the standard of houses let to new tenants, which we are pleased the Council is working on.

At the end of 2019, with the understanding that rents in Edinburgh are the highest in Scotland, which many tenants struggle to pay, we took a deputation to a full Council meeting asking for a rent and council tax freeze for one year. However, although our views were well received, CEC proceeded with a rent and council tax increase.

We also held specific meetings and events to support our members and the Federation find out about and respond to national housing consultations with the Scottish Government.

During 2019, we officially became a Scottish Charitable Incorporated Organisation, SCIO for short. We are delighted with this achievement, which will allow ETF to apply for funding only available to charities to help us achieve our aims and further develop our activities. Becoming a SCIO made us realise that we needed to review and improve our policies and procedures, constitution, and governance. To help us with this, we have been working extensively with the Tenants Information Service (TIS) and will tell you more about this later in the report.

Then of course in March, the country went into lockdown...a scary time for us all. Following Government advice, ETF decided to close our office in Norton Park to protect staff and service users. This meant changing our approach to how we work and holding our meetings online. But with dedication and measures put in place, we are pleased to say that ETF continues to operate effectively. The Executive Committee (EC) has continued to meet with senior housing staff in their respective localities, ensuring EC members can find out what is happening in their areas and for CEC staff to find out more about ETF. We have continued to meet with senior Council officers to agree the ETF Business Plan and are currently meeting with our members and Council officers to discuss rents and the Housing Improvement Plan as well as working with TIS on our Governance Review.

Our member groups have kept themselves busy both pre and during lockdown and we are very proud of the work they have carried out.

We were delighted to recruit Aadam Hussain as an Admin Assistant through Community Jobs Scotland.

We hope you will enjoy reading the Annual Report and would welcome your feedback on the work we do. Thank you to everyone for your work and to CEC for funding us.

*ETF Executive Committee*

## **ETF: Building our Organisation**

As a recently established SCIO, ETF recognised we needed to carry out an extensive **Governance Review** to ensure our constitution, policies, procedures and practices are fit for purpose and will assist us develop and thrive in the coming years. We have been working with Tenants Information Service (TIS) to carry out a comprehensive review of everything we do.

We have reviewed our practices and procedures with a view to streamline our operation, ensure members and tenants receive an excellent service from us and to ensure we achieve the aims, objectives and targets within our Work Plan and Service Level Agreement with the City of Edinburgh Council (CEC), meet the legal duties and actions of a SCIO and guarantee our Executive Committee and Staff receive the training and support required to carry out their respective duties effectively and efficiently.

We are currently reviewing our policies to make sure they meet all legislative requirements, are up to date and meet our needs.

At our Annual General Meeting in November 2020 we will propose changes to our constitution to our members that when agreed will help us flourish and grow.

We would like to thank TIS for all the independent information, advice, support and training being provided to ETF and our members.



## **Members Meetings**

Our members meetings, both in person and on-line have ensured tenants are at the heart of everything we do. This year we have hosted members meetings and events to find out our members views to enable ETF to review, develop and respond to proposals including:

- Rent Consultation
- Community Safety Strategy
- ETF, COVID-19 and beyond
- ETF's New Communications Strategy
- ETF's Members Priorities.

Our recent leaflet issued to all tenants by CEC, has seen our membership increase and we are looking forward to working with these welcome new additions to the ETF family.



## **Supporting Tenant Influence across the City**

Every two months, ETF representatives meet with CEC Senior Managers to discuss key issues and ensure tenants have a say on service delivery and standards. Our representatives played a key role in influencing CEC's:

- Rent consultation
- CEC's Housing Service Improvement Plan
- Anti-Social Behaviour Strategy
- Community Planning and the new Neighbourhood Networks
- Support to tenants during lockdown.

These meetings are currently being held on-line and continue to provide an opportunity for ongoing dialogue with senior officers about key tenant issues.



## **Housing, Homelessness and Fair Work**

Through ETF bi-monthly meetings with the **Convenor and Vice Convenor of CEC's Housing, Homelessness and Fair Work Committee**, our representatives discuss strategic housing related issues of concern and ensure there is joint working between ETF and CEC. Issues discussed this year include:

- Homelessness
- Rent affordability and ensuring tenants struggling to pay their rent have support measures in place
- Ensuring tenants feel supported in terms of accessing digital information.

## **Locality Meetings**

Through our Locality Meetings, with senior housing staff in their own communities, our EC members continue to influence local services and raise local tenant issues and concerns. During the past year, this has included Estate Walkabouts and question and answer sessions, which have enabled both staff and EC members to identify improvement works that need to be carried out in the area and to tenants' homes. Through this work, ETF has ensured tenant influence in making sure emergency repairs are carried out, how Neighbourhood Environment Projects make positive changes to areas and how more tenants can become involved in their localities.

As a result of the current pandemic, EC members, where possible, are holding meetings with CEC staff online via Microsoft Teams and Zoom. ETF advises any tenants who are experiencing any problems to get in touch with their local Housing Officers, who are aware of the many problems faced by tenants in the present situation and can provide help and assistance where required.



## **Rents and Rent Affordability**

Rents and rent affordability continues to be one of the most important issues ETF discusses and works hard to influence each year and our 2019 / 20 Campaign "*No Rent Increase - Tenants Can't Afford It*" saw ETF members take a deputation to a CEC full Council meeting to request a one year rent freeze. We highlighted that CEC's proposed 2% rent increase and 4.79% council tax increase were of a real concern because we consider:

- CEC's rents are not affordable as tenants living in Edinburgh pay the highest rents in Scotland
- CEC is building houses which tenants cannot afford to live in as the rents are too high
- Many tenants are in employment, but cannot afford to pay their rent
- Tenants are not clear about what the 2% rent increase would be spent on
- Any increase in rents means tenants will have to cut costs in other essential expenditure such as heat & light, food & clothing.

Although ETF achieved a great deal of positive publicity throughout the campaign Councillors agreed to increase CEC tenants' rents by 2% and Council tax by 4.79%. However, we will continue to seek and give tenants' views about rents and will respond to the 2021 / 2022 consultation.

## ETF High Flats Sub Group

The ETF High Flats Sub Group held quarterly meetings throughout the year and it remains one of the Federation's most popular groups. This year the group has continued to be heavily involved in supporting tenants and the Council ensure Fire Safety in High Flats is a priority, even more so now as a result of the tragic fire at Grenfell Tower in London a few years ago. With Christmas on its way and the increase in use of candles and fairy lights, this will continue to be an important message for all tenants no matter what type of home we live in.

The group has also worked with the Council to tackle ongoing drug abuse and antisocial behaviour in and around the high flats.

In the September issue of Tenants Voice, we highlighted our interviews with tenants' past and present about their experiences of living in Edinburgh's High Flats. Here's a flavour of what folk had to say.

*"I currently live in Hailesland Park in Wester Hailes and I've lived here for the past 25 years.*

*I believe living in a high rise flat has changed for the better. The housing conditions are so much better than what they used to be. The door entry systems make the flats more secure. In addition, all visitors are required to report to the Concierge Office, so I don't have to worry about Bogus Callers or Burglars entering my flat."*

*"I must say the Council were great in dealing with concerns arising from the Grenfell Tower fire in London and moved to reassure tenants and carried out any necessary works.*

*I enjoy attending the ETF High Flats Meetings and getting to know tenants from other high-rise blocks across the city."*

*"My first experience of living in a High Rise was when I moved into Birnies Court 32 years ago and I still live here today.*

*They have definitely changed for the better as the door entry system makes you feel very safe and secure. We now have better parking facilities here in Birnies Court and improvements works to the block and the surrounding areas has made a huge difference.*

*The 24 - hour concierge service is very reassuring. The community spirit here in Birnies Court is second to none and you get to know your neighbours and we are able to trust and look out for each other.*

*The views are great, particularly at New Year."*

*"I currently live in Citadel Court in Leith and have lived here for the past 21 years.*

*Living in a high rise flat has changed for the better, with improvements like new kitchens, bathrooms, heating and windows, making a real difference to tenants' lives.*

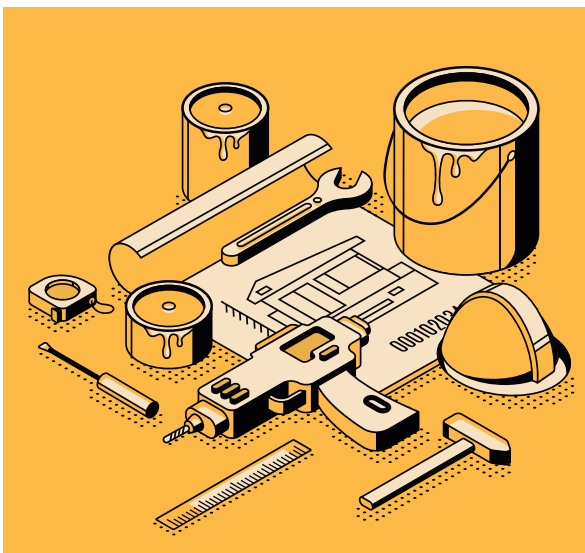
*The best thing about living in a high rise flat is the fantastic view, it's great, particularly at New Year. We have a fantastic community spirit here with a lot of nice people too. We stick together and help each other out.*

*One of my fondest memories of my time here is when my family, who live in Belfast, came to visit me and I had a great time with them. They enjoyed the lovely views and loved how my flat looks."*

## Repairs Sub Group

The ETF Repairs Sub Group brings CEC tenants together to influence repairs issues and it has been another busy year for the group. This year the key parts of the service we looked at were the role of the Contact Centre in reporting repairs and the repairs section of CEC's Housing Service Improvement Plan.

ETF representatives also met with Housing Property staff throughout the year to monitor the Council's Responsive Repairs Budget, the performance targets for Housing Property and tenant satisfaction levels.



## Housing Revenue Account (HRA) Scrutiny Group

It has been a very busy and productive year for the Housing Revenue Account (HRA) Scrutiny Group which has scrutinised CEC's Standard of Let and made 11 recommendations for improvement including:

- CEC to ensure all houses meet the Standard of Let when they are allocated to new tenants
- CEC to complete outstanding repairs within 28 days of the new tenant moving in
- CEC to provide training to Housing Officers on the Standard of Let
- CEC to find out why repair costs are high but tenant satisfaction is low, including looking at what other councils do
- CEC to listen to the experiences of tenants housed in temporary accommodation and make required changes.

We are delighted that following a presentation on the group's findings that CEC accepted all 11 recommendations, which will be implemented as part of CEC's Housing Service Improvement Plan. Although there have been some delays due to COVID-19, the HRA Scrutiny Group is confident all the improvements we want to see will be made soon, ensuring CEC's Standard of Let is fit for purpose.

## Stair Cleaning Project Board

ETF representatives on the Stair Cleaning Project Board are fully aware that stair cleaning continues to be a major issue for tenants as well as ETF and therefore continue to monitor the quality of service tenants receive from the stair cleaning contractors. ETF has carried out 'spot checks' in stairs and taken photographs to highlight any issues and to check if the service being offered to tenants is satisfactory.

CEC is currently developing a new Stair Cleaning contract and ETF representatives have provided valuable advice on what could be included in the new contract along with how the stair cleaning specification can help deliver improved services to CEC tenants.



## Sheltered Housing Liaison Group

The Sheltered Housing Liaison Group continues to advocate on behalf of tenants living in this much needed type of housing. Although COVID-19 has hampered some of our work over the last year, pre lockdown, members played a vital role in ensuring tenants' views were heard by the Council. Our key achievements include discussions with Councillor Alex Staniforth and Senior CEC Officers, including Kate McWilliams covering many issues dear to our hearts such as:

- CEC's Sheltered Housing Review
- Improvements to Laundry Facilities – which we were promised would start before the end of 2019
- Improvements to Community Rooms
- How Sheltered Housing is let to new tenants
- CEC's Pilot Project to use some houses as "Supported Flats" for people coming out of hospital,
- Improving communication
- Roles and responsibilities of Sheltered Housing Officers.



We know that COVID-19 means that not all the things we wanted to see done have been completed, but we are still committed to making sure the improvements needed are carried out and that CEC gives Sheltered Housing tenants the information needed to live safely and happily in their own homes.

## Welfare Reform Working Group

ETF's Convenor is the Federation's representative on the Welfare Reform Working Group, which throughout the year, has been working hard to ensure that tenants and organisations have the correct information when dealing with Welfare Reform and that relevant support measures are in place. Currently on Microsoft Teams, these meetings ensure the group is still addressing issues and raising relevant concerns with both the Scottish and UK Parliaments. ETF has promoted the support available from CEC to tenants in their different publications and has signposted tenants to support agencies where possible.

## Every Life Counts Group

ETF's Convenor is part of the "Every Life Counts Group" formerly the Choose Life Group, which aims to ensure that plans are put in place to deal with the many issues raised around mental health and that solutions are found. A much hidden or taboo issue, we understand that many people will struggle with their mental health at times and that the current pandemic has brought this to the fore for people from all walks of life. We are also deeply saddened that the number of deaths by suicide has increased. If you or someone you know needs a bit of support or someone to talk to please contact **Edinburgh and Lothians Samaritans on tel. 0330 094 5717.**

## ETF: Influencing Housing and Community Development Nationally

ETF is a proud supporter of the excellent work of the **Poverty Alliance**, so our members were delighted to come together for an afternoon tea to support their Challenge Poverty Week in October last year. Interesting and sobering discussions highlighted significant poverty related issues facing Edinburgh residents.

*'In some cases when it comes to buying school uniforms and shoes some struggle between buying these items or feeding their family, paying rent and keeping the home warm.'*



*'Solving poverty is about making sure the people of Scotland can live in a just and equal society and not left feeling they are trapped in the grips of poverty.'*

ETF will continue to support the Poverty Alliance in its aims to eradicate poverty through:



### Adequate incomes

Poverty restricts people's choices and their ability to take part in society. Every worker should be paid at least the Real Living Wage and benefits must cover people's needs.



### High-quality public services

People living on low incomes are more likely to rely on public services. These services have a huge role in reducing the cost of living.



### Opportunities to participate

People with lived experience of poverty must have their voices heard in policy-making processes. It's the right thing to do and will create better solutions to poverty.



### Public support

To end poverty, we need public support for redesigning our economy. And in the short-term we need to end the discrimination that people on low incomes often face.





## Scottish Government and Scottish Housing Regulator

ETF considers it one of our key priorities to influence housing and related policy with the Scottish Government and Scottish Housing Regulator (SHR), not only for the benefit of tenants in Edinburgh, but throughout Scotland. This year in partnership with Tenants Information Service, we hosted events for our members to find out more about and give our views to the Government on "Housing to 2040", the Government's vision and proposals for housing and communities for the next 20 years and to the Scottish Housing Regulator in relation to landlord performance reporting in light of Covid-19.



## Sleep Walk for Shelter

With homelessness a continued and rising issue of concern for us all, ETF representatives were delighted to support Shelter Scotland's: 'Sleep Walk for Shelter' Campaign. On a cold and wet December night, representatives of ETF and other organisations from across Edinburgh walked from Shelter Scotland's Edinburgh Hub in South Charlotte Street to the Scottish Parliament, to raise awareness of homelessness in Edinburgh and show support for people without a home.

We are also supporting Shelter Scotland's follow up campaign, which is calling on candidates in the 2021 Scottish Parliament election to put social house building at the heart of Scotland's recovery plan.

## Scottish Housing Day

On Wednesday 16th September 2020, ETF supported Scottish Housing Day, asking staff and tenant representatives why they were supporting Scottish Housing Day which we shared on our Facebook and Twitter pages.

Some of the responses included:

*'I'm supporting Scottish Housing Day as it is very important to have social housing in Edinburgh. It is a basic right for every person who lives in Edinburgh. Without adequate housing, people will suffer.'*

*'I'm supporting Scottish Housing Day because social housing is extremely important to me because of my disability.'*

*'I'm supporting Scottish Housing Day because we badly need affordable houses for people to live in as they can't afford to buy their homes.'*

*'I'm supporting Scottish Housing Day because I work with a fantastic group of volunteers who give so much to try and improve housing conditions for tenants living in Edinburgh.'*

*'I'm supporting Scottish Housing Day because home is where my heart is.'*



## Local Group News...

**Calders Residents Association** works throughout the year to improve the lives of everyone living in our area, so when lockdown shook the nation in March 2020, our volunteers pulled together to provide meals and support to our local community. Right from the start the committee decided to make up food bags for any resident struggling through lockdown. Working with and receiving donations from other organisations, this soon escalated to us providing over 1000 meals, Monday to Friday, for over 20 weeks, including cooking over 100 meals a day for pickup and delivery to our sheltered housing and elderly residents. We are really grateful for all the support that made this much needed work possible, including from our own committee, About Youth, Cyrenians, Calders Children's Zone, Social Bite and Fareshare.

All of this work was run out of our Community Flat which is situated in the heart of Calder and run by a small number of the committee that were able to volunteer. We were preparing from 9am and opened the doors from 12pm until 2.30pm for the community to come by and collect a meal and a food bag if required. The food for food bags and ingredients for meals was donated by Calder Childrens' Zone, who prior to lockdown ran a weekly dinner club for local children at the community flat using Fareshare grocery donations.

Even now Calder Residents Association is still providing surplus food on a Friday to our inspiring community. The support we have had from residents has been amazing from food donations to just praise and thanks and the support from other local organisations has been magnificent!

**Willowbrae and Duddingston Residents Association** is delighted to see our lovely summer house finally installed in our grounds. Our excellent new facility was made possible with funding from OneCity Trust. Of course, we had hoped to while away some lovely hours with coffee, cake and chats, but COVID-19 and lockdown restrictions means we are only able to enjoy it from afar...

We would like to thank OneCity Trust and Ideal Flooring, who supplied and fitted the beautiful flooring free of charge. A ramp for wheelchair users has also been installed. Before our grand opening we would be delighted if a local building company would volunteer - to supply and install some fireproof insulation and we will be good to go – social distancing measures being adhered to of course. Our Summer House Grand Opening will be announced as soon as we are allowed, but now that Summer is over, instead of fizz, it will be a toast with hot cider to keep away the Autumn and Winter chills.

## **Moredun Multis and Maisonettes Residents Association**

Following our recent campaign to halt ground investigation works in the only open green space in our community, Moredun Multis and Maisonettes Residents Association is delighted that the Council has decided not to proceed with proposals to build new homes, in what is effectively our local park for the time being.

We are also pleased to be working with Council Officers, our Elected Members, ETF and TIS to influence and encourage improvements to our homes and environment. We will be looking at ideas for neighbourhood improvements, consulting local people and working with the Council to ensure funding is available to make our community as good as it can be. Watch this space!

**West Cromwell, Persevere and Citadel Court Residents Association** has been really busy over recent months on further developing our community garden. With the support of our members, local people, local businesses, Council staff, ETF and TIS we are trying our best to make sure we have a wonderful, relaxed and friendly space for people to use throughout the year. We have applied to the Council for a grant to buy some much needed equipment and add to the donations received from our supporters and well-wishers. If you want to get your hands dirty, learn how to grow flowers, plants, fruit and veg or simply meet your neighbours or relax in the fresh air – please come and see us...



Moredun Multis and  
Maisonettes



Calders Meals for All



Willowbrae & Duddingston  
Summer House



West Cromwell, Persevere &  
Citadel Court



## ETF: Reaching Out in Edinburgh and Beyond

ETF representatives and CEC staff hosted a Housing Roadshow at Morrisons, the Gyle Shopping Centre, with the aim of promoting ETF, local Registered Tenant Organisations and CEC housing services. We also provided opportunities for CEC tenants to ask for advice on issues such as rent and repairs.

Look out for more of our Housing Roadshows when we are all out and about safely once again!

## Fire Safety in your Home

As we said earlier, the Grenfell Fire Tragedy of a few years ago, didn't just highlight the need for fire safety in High Flats, but in all our homes. ETF really wants to encourage everyone to be as safe as possible, so here are a number of simple steps you can take to prevent a fire starting in your household, to protect you and your family from the dangers of fire and smoke.



- ✓ It's important that your household has a working smoke alarm on each floor. A smoke alarm will promptly alert you and your family to any fires, giving time for all to get to safety.
- ✓ Always make sure all doors are closed at night as they help prevent the spread of smoke and fire.
- ✓ Never leave washing machines and tumble dryers on when going to bed. If they develop a fault, a fire may start and you could be sleeping.
- ✓ Keep candles away from children and pets, and from curtains or other flammable materials. Always keep a candle in a stable candle holder on a flat surface.
- ✓ Fire often starts in the kitchen so never leave a cooker unattended. If a pan fire starts, smother it with a **damp** (not dripping wet) dishtowel, switch off the cooker and leave till it cools.  
**Important Note: never ever put water on an oil pan fire – it will explode.**
- ✓ Ensure your electrical cupboard is free of combustible materials e.g. paint, paper, cardboard.
- ✓ Never leave smart technology e.g. mobile phones etc. charging unattended or overnight.

Scottish Fire & Rescue Services can assist you in developing a fire escape plan and provide information about the dangers of and controls for smoke and fire. They can complete a free fire risk assessment for householders that may have any fire safety concerns. Additionally, representatives from the Fire & Rescue Services can fit smoke detectors, free of charge, in your household to give added peace of mind. It's easy to arrange:

- Call **0800 0731 99**
- Text '**FIRE**' to **80800** from your mobile phone
- Complete Scottish Fire & Rescue Service's online form
- Call your local fire station.

## ETF: Moving on-line...

Soon after lockdown was imposed across the country back in March, it became clear that the Federation would be unable to continue with business as usual. With everyone having to stay at home, the Executive Committee realised that in order to continue our work; stay connected with each other; the wider membership; and council staff we would need to embrace technology and 'go digital'. However, in order to make this new approach work, equipment would be needed, and so the hunt began to secure funding and resources.



We are delighted to say we successfully accessed equipment via CEC courtesy of City Fibre and Openreach, currently being used by the EC members who needed it. A grant from Port of Leith Housing Association allowed us to buy digital equipment to support member groups in the North Edinburgh and Leith areas.

ETF's Admin Assistant Aadam Hussain worked very hard to ensure that all our EC members were able to use their equipment and also access meetings online via Microsoft Teams and Zoom. ETF is very proud to say that we have been having meetings online for the past few months. The most recent being our Federation meeting held in September and are delighted ETF members are still able to influence housing issues on behalf of tenants living in Edinburgh. EC members, volunteers and staff have responded very well to the current pandemic and the challenges it has brought. It is also pleasing to see that more tenants are taking part in ETF activities online and this is something we will be encouraging over the coming weeks and months.

## ETF Hosts Study Visit

ETF representatives were delighted to welcome tenants and staff from Perth and Kinross to Edinburgh as part of a study visit, which aimed to share information, skills and knowledge between the two local authorities and discuss topics such as rents, tenant scrutiny, digital inclusion and Housing Revenue Account monitoring. We found that although there are differences between Edinburgh and Perth and Kinross Councils', there are also many similarities. The study visit was very positive and ETF representatives picked up some new ideas to work towards, particularly with regards to rents and digital inclusion.



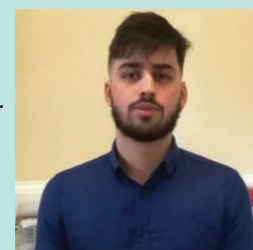
## Learning & Sharing Good Practice

This year ETF members and staff were delighted to participate in national events with TIS, including the 30th Birthday Celebration, Free Members Events, National Consultations, Involving Tenants in Rent Consultations Event and Annual General Meeting.



## ETF Welcomes Aadam Hussain, Admin Assistant

The Federation is delighted to welcome Aadam Hussain to ETF as an Admin Assistant. Funded through the Community Jobs Scotland Scheme, Aadam has become an integral part of the staff team and among other things has provided excellent advice and support to the EC and group members to increase their digital skills and get online, thus ensuring ETF's work continues **whilst** we can't meet in person.



Aadam Hussain

## Income and Expenditure for the year to 31 March 2020

	2020 £	2019 £
<b>Income</b>		
City of Edinburgh Council service agreement	241,083	241,083
From old Edinburgh Tenants Federation	18,913	
Other income	5,068	26,792
	<b>265,064</b>	<b>267,875</b>
<b>Less: Expenditure</b>		
Staff Costs	123,751	157,938
Operating Costs	42,751	34,289
Professional fees	51,072	7,224
Meetings and Events	17,776	19,675
Publicity	4,873	5,382
Project Work	349	18,666
Miscellaneous	1,383	1,021
	<b>241,955</b>	<b>244,195</b>
<b>Net Income</b>	<b>23,109</b>	<b>23,680</b>
Actuarial gain on pension scheme	2,738	69,000
<b>Net movement in funds</b>	<b>25,847</b>	<b>92,680</b>

## Balance Sheet as at 31 March 2020

	2020 £	2019 £
<b>Fixed assets</b>		
Tangible assets	5,071	2,146
<b>Current assets</b>		
Debtors	754	3,850
Cash at bank and in hand	105,688	113,983
	<b>106,442</b>	<b>117,833</b>
<b>Creditors:</b> amounts falling due within one year	<b>(21,130)</b>	<b>(23,067)</b>
<b>Net current assets</b>	<b>85,312</b>	<b>94,766</b>
<b>Creditors:</b> amounts falling due greater than one year	<b>(64,536)</b>	<b>(78,000)</b>
<b>Net liabilities</b>	<b>25,847</b>	<b>18,912</b>
<b>Represented by:</b>		
Edinburgh Tenants Federation funds - unrestricted	99,299	98,185
Edinburgh Tenants Federation funds – pension	(76,263)	(89,000)
Edinburgh Tenants Federation funds - designated	2,302	9,198
Edinburgh Tenants Federation funds - restricted	509	529
<b>Net funds</b>	<b>25,847</b>	<b>18,912</b>

## Something New...

Recognising that life since March has been a bit different for us all, we thought we would take the opportunity to add some new things to our report this year, we hope you find it useful, interesting or enjoyable...

### Edinburgh Food Banks

Whether you would like to volunteer with, donate to or access foodbank services, there are many options in Edinburgh. Here are details of a few:

#### Edinburgh Food Project

12 New Lairdship Yards,  
Broomhouse Rd,  
Edinburgh EH11 3UY

Tel. 0131 444 0030

#### Trussell Trust Foodbank

Newkirkgate Shopping Centre  
6 Henderson St, Leith,  
Edinburgh EH6 6BS

Tel. 0131 554 2578

#### Edinburgh City Mission

The Coracle,  
41 Bryson Rd,  
Edinburgh EH11 1D

Tel. 0131 225 9445

## Make Your Own Sweet Treat – Christmas Gingerbread People

This recipe for gingerbread can be used to make a whole range of decorations, gifts and, of course, gingerbread people.

**Preparation time: 20 minutes**

**Cooking time: 10 minutes**

**Total time: 30 minutes**

Makes: 25 gingerbread people

#### Ingredients

125g unsalted butter  
100g dark muscovado sugar  
4 tbsp golden syrup  
325g plain flour  
1 tsp bicarbonate of soda  
2 tsp ground ginger  
Icing (optional)



#### Method

1. Preheat the oven to 170°C, gas mark 3. Line baking trays with baking parchment. Melt the butter, sugar and syrup in a medium saucepan, stirring occasionally, then remove from the heat.
2. Sieve the flour, bicarbonate of soda and ginger into a bowl and stir the melted ingredients into the dry ingredients to make a stiff dough.
3. Turn out onto a lightly floured surface and roll to a thickness of about 5mm. Dip biscuit cutters into flour before cutting the dough, or cut around templates, which you can find in lots of shops. Place the shapes onto the lined baking trays and bake, in batches, for 9-10 minutes until light golden brown.
4. Remove from the oven. While still warm, and using a skewer or chopstick, make any holes that you will need to hang up the biscuits with ribbon or to make a yuletide garland. If you are decorating your Christmas cake with gingerbread people, make the holes in their arms so that ribbon can be threaded through at a later stage.
5. When completely cool, decorate with the icing. The gingerbread biscuits can be stored in an airtight container for up to two weeks.

# Fire Safety: The 12 days of Christmas

1 Check your Christmas tree lights conform to the British Standard.

2 Never place candles near your Christmas tree or furnishings. Don't leave them burning unattended.

3 Make sure your family and visitors staying for the festive period know what to do in an emergency.

4 Decorations can burn easily. Don't attach them to lights or heaters.

5 Never overload Electrical sockets. Always switch Christmas lights off and unplug them before you go to bed.

6 The risk of accidents, especially in the kitchen is greater after alcohol is consumed.

7 Most fires start in the kitchen. Never leave cooking unattended.

8 If you are planning to celebrate with fireworks, store them in a metal box, read the instructions, never go back

9 Make sure cigarettes are completely extinguished before you go to bed.

10 Check the battery in your smoke alarm every week and use Christmas as a reminder to clean it and remove dust.

11 Keep candles, lighters and matches out of reach of children. Never leave burning candles unattended.

12 Take the time to check time on elderly relatives and neighbours this Christmas. Make sure they are fire safe.

ETF Wishes you a Very Happy  
and a Safe Christmas and a Brighter 2021





## EDINBURGH TENANTS FEDERATION

Edinburgh Tenants Federation  
Norton Park  
57 Albion Road  
Edinburgh  
EH7 5QY

Tel: 0131 475 2509 / 07399584282  
Email: [admin@edinburghtenants.org.uk](mailto:admin@edinburghtenants.org.uk)  
Web: [edinburghtenants.org.uk](http://edinburghtenants.org.uk)

*Edinburgh Tenants Federation is a Scottish Charitable Incorporated Organisation (SCIO) SC048236,  
regulated by the Scottish Charity Regulator (OSCR), Edinburgh*