

To: The Management Committee  
From: The Technical Services Manager  
Subject: Final Approval of Policy – Adaptations Policy

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## **1.0 Introduction/Purpose**

1.1 The purpose of this report is to present to Committee the following Policy which has been the subject of a tenant consultation:

- Adaptations Policy

## **2.0 Background**

2.1 The above Policy was presented to Committee at its April 2022 meeting for provisional approval prior to being put out for tenant consultation.

## **3.0 Outcome of Tenant Consultation**

3.1 A flyer was distributed with the Summer Newsletter inviting tenants to provide feedback on the Policy. A summary of the Policy was detailed in the flyer. To assist with the consultation process I produced a questionnaire for the Policy which would be distributed to interested tenants along with a copy of the Policy and a reply envelope.

A text and email was also distributed to tenants whom we have appropriate contact details for, directing them to our website where links were available to view the flyer, Policy and complete the questionnaire electronically.

3.2 To encourage tenants to take part we advertised that we would hold a prize draw for completed questionnaires returned.

3.3 The consultation period ran from 22 July and ended on the 18 August 2022.

3.4 By the 18 August 2022 seven tenants had completed the questionnaire (electronically) and three tenants had requested a copy of the Policy and associated questionnaire.

3.5 The seven completed questionnaires all agreed with the amendment to the policy to top up the grant received from Scottish Government via Glasgow City Council with our own funds. Two comments were received from tenants but neither of these were applicable to the policy and have been passed to the appropriate staff teams to discuss directly with the tenants.

#### **4.0 Final Approval of Policy**

4.1 Committee is asked to note that as there was no negative feedback received from our tenants there are no further proposed changes to the draft Policy previously approved by Committee. A copy of the draft Policy can be viewed via the Resource area on Decision Time (Policies/ Technical Services/ Draft Policies) for Committee's consideration and final approval.

#### **5.0 Summary and Recommendations**

5.1 Committee is asked to note that the tenant consultation process for the aforementioned Policy was concluded on 18 August 2022 and resulted in no negative feedback from tenants.

5.2 This means that no further changes have been proposed to the draft revised Policy which was provisionally approved by Committee in April 2022.

5.3 Committee is now asked to approve the draft Policy.