

Registered social landlords (RSLs)

The Period Covered by this return is 1 April 2011 to 31 March 2012

Name of RSL:	<input type="text" value="Berwickshire Housing Association Ltd"/>
Telephone number:	<input type="text" value="01361 883115"/>
Fax number:	<input type="text" value="01361 883404"/>
E-mail address:	<input type="text" value="cs@b-h-a.org.uk."/>
Registration number:	<input type="text" value="289"/>

RSLs should be aware that their responses may be validated. Detailed guidance on completing every section of this return is contained in the accompanying Notes on Completion. This guidance should be followed exactly.

This return must be completed by 1 June 2012.

The date of the meeting of your Governing Body (or delegated sub committee) at which this APSR was approved.

Date

I hereby certify for and on behalf of the RSL that the information provided in this APSR is, to the best of our knowledge and belief, an accurate and fair representation of the affairs of the RSL.

Chairperson/Secretary

If you have a query about this form please contact the Business Information Team on 0141 271 3757 or email bau@scottishhousingregulator.gsi.gov.uk.

SECTION 1 : RSL DETAILS

1(A) Address of your Registered Office :

55 Newtown Street
Duns
Berwickshire
TD11 3AU

1(B) Correspondence address :

55 Newtown Street
Duns
Berwickshire
TD11 3AU

1(C) Name of Chairperson:

Mr Ian Lindley

1(D) Name of Secretary:

Mr Colin Howard

1(E) Name of Chief Executive / Most senior member of staff

Mrs Helen Forsyth

1(F) If your RSL employs agents for all services please provide the following details:

(i) Organisation

(ii) Name

COMMENTS ON SECTION 1

SECTION 1 : This section has been removed

SECTION 2 : GOVERNING BODY SELECTION

2(A) Tenant involvement

Please tell us how many Governing Body members you had under each of the following categories at 31 March 2012.

(i) Tenants of your organisation	<input type="text" value="3"/>
(ii) Owners	<input type="text" value="0"/>
(iii) Tenants of other social landlords	<input type="text" value="0"/>
(iv) None of the above	<input type="text" value="9"/>
(vi) Total	<input type="text" value="12"/>

2(B) Please provide details about the members of your Governing Body in Appendix 1 at the end of this return, following the directions in the Notes on Completion.

COMMENTS ON SECTION 2





Tenants
David Melrose
John Elliot
Bob Bolton

SECTION 3 : STAFFING

3(A) Please state how many staff your RSL employs. (*The Notes on Completion give fuller guidance - please see guidance on staff employed by subsidiaries.*) Describe posts as full-time equivalents (FTE) and exclude agency staff.

(i) Number of office based staff		44.06
(ii) Number of care / support staff		0.00
(iii) Number of concierge staff		0.00
(iv) Number of direct labour staff		0.00
(v) Total number of staff		44.06

3(B)

(i) Number of senior staff at 31 March 2012?		11.00
(ii) Senior staff turnover in the year to 31 March 2012? (as a percentage of total senior staff)	 %	18.00
(iii) Total staff turnover in the year to 31 March 2012? (as a percentage of total staff)	 %	15.00
(iv) What percentage of days were lost through staff sickness absence in the year to 31 March 2012?	 %	2.40

COMMENTS ON SECTION 3

SECTION 4 : PEER GROUPS

Your RSL has been allocated to a peer group, if in your opinion the selected grouping does not accurately represent your RSL please select an alternative. Please supply a short explanation to support the requested change at 4(B).

4(A) Do you wish to request an amendment to your allocated peer group?

☒ Y

☐ N ☐ X

If YES please indicate under the 'Preferred' column the peer group you think best describes your RSL. The Notes on Completion give a definition of the peer groups.

Description	Existing	Preferred
1 Specialist	<input type="checkbox"/>	<input type="checkbox"/>
2 Rural	<input type="checkbox"/>	<input type="checkbox"/>
3 Urban less than 500 units	<input type="checkbox"/>	<input type="checkbox"/>
4 Urban 500 - 1000 units	<input type="checkbox"/>	<input type="checkbox"/>
5 Urban more than 1000 units	<input type="checkbox"/>	<input type="checkbox"/>
6 Stock transfer less than 1000 units	<input type="checkbox"/>	<input type="checkbox"/>
7 Stock transfer with 1000 or more units	<input checked="" type="checkbox"/> X	<input type="checkbox"/>

4(B) Please give reason(s) for requested change of peer group

The above request will be given further consideration when your return is being validated

COMMENTS ON SECTION 4:

SECTION 1 : This section has been removed

SECTION 2 : TENANT PARTICIPATION / SATISFACTION

- 2(A) (i) How many tenant organisations do you consult with?
- (ii) What percentage of your tenants do these organisations cover?
- (iii) How many of the organisations were on your register of tenant organisations at 31 March 2012?

- 2(B) (i) Have you asked your tenants during the last 3 years about how satisfied they are with the overall services you provide? ☒ Y ☐ X ☒ N

You must supply details of surveys carried out or give background information on why no surveys have been undertaken in the comment box at 2(B)(v).

- | | Number | % |
|--|--------|--------|
| (ii) How many tenants did you ask? Please also indicate the percentage of your tenants this represented. | 1,740 | 100.00 |
| (iii) How many responses did you receive to the latest full survey of your tenants and what percentage of those surveyed did this represent? | 702 | 41.00 |
| (iv) From this survey, what percentage of tenants indicated they were satisfied with the service you provide? | | 91.00 |

- (v) Comments

Previous TSS Completed 2004
85% overall satisfaction

COMMENTS ON SECTION 2

2A Tenant Panel

2B Ongoing Tenant Satisfaction Returns

SECTION 3 : This section has been removed

SECTION 4 : This section has been removed

SECTION 5 : MONITORING EQUAL OPPORTUNITIES

5(A) Did you monitor race, gender and disability equal opportunities in each of the following three categories?

Tick as many boxes as appropriate

	Race	Gender	Disability	N/A
(i) Applications for employment by the RSL	X	X	X	
(ii) Applications for housing and services				
(iii) Allocations of housing	X		X	

COMMENTS ON SECTION 5

SECTION 6: SERVICES TO AND FROM OTHER ORGANISATIONS

6(A) Did you receive services from any other organisation?

Y ☒ X ☐N ☐

6(B) Did you provide services to any other organisation?

Y ☐ X ☒N ☐

6(C) Did you share services with any other organisation?

Y ☐ X ☒N ☐

If you have answered YES to 6(A), 6(B) or 6(C) please provide the following details:

Question number:	Nature of services	Name of organisation	Date service agreement	
			commenced	terminates / terminated
A	Software systems	BHA Enterprises (wholly owned subsidiary company)	01-APR-2006	
A	Development and Stage 3 Adaptations	Eildon Housing Association	01-SEP-2011	31-MAR-2012
B	Housing Management	Scottish Veterans Garden City Association	01-FEB-2000	
B	Housing Management	Berwick-Upon-Tweed Freeman's Housing Society	01-MAY-2002	
C	'Wider role'	Eildon Housing Association/Waverley Housing Association/Scottish Borders Housing Association	01-APR-2006	
C	Common Housing Register	Eildon Housing Association/ Waverley Housing Association	04-OCT-2007	
C	Management of Housing Support Services	Seton Care (wholly owned subsidiary company)	01-APR-2006	
C	Shared support services	BHA Enterprises Limited (wholly owned subsidiary company)	01-APR-2006	
C	Shared support services	Berwickshire Limited (wholly owned subsidiary company)	01-APR-2006	
C	Shared support services	Seton Care (wholly owned subsidiary company)	01-APR-2008	

COMMENTS ON SECTION 6

SECTION 7: RELATIONSHIPS WITH OTHER ORGANISATIONS

7(A) (i) Are you a parent organisation?

☒ Y ☒ X ☐ N

(ii) If you have answered YES to 7(A)(i) please give the name of your subsidiaries, their registration status with us, their charitable status and advise the activities they carry out. (You must read the Notes on Completion for the codes to be used).

Name of Organisation	Registration Status	Charitable Status	Collaborative venture with other HAs	Commercial activities	Development projects	Factoring services	Housing support provider	Ownership of mid-mrkt / mrkt rent LCHO properties	Other business activities	Wider role / community regen projects
BHA Enterprises Limited	Non-registered	No		X						
Berwickshire Limited	Non-registered	No		X	X			X	X	
Seton Care	Non-registered	No		X			X		X	X

7(B) (i) Is your RSL a subsidiary of another RSL?

☐ Y ☐ N ☒ X

(ii) If you have answered YES to 7(B)(i) please state the name of your parent organisation.

7(C) (i) Are you connected with any other organisations either formally or informally?

☐ Y ☒ X ☐ N

If you answered YES please give the following information :

(a) Name & address of organisation	(b) I & P Act / Company	(c) Control of Governing Body membership	(d) Nature of connected organisation/activities (see Notes on Completion for details)	(e) Transactions/ Outstanding loans or debt (£)
Berwickshire Community Renewables, 55 Newtown Street, Duns, TD11 3AU	LLP	No	Other commercial	7732

COMMENTS ON SECTION 7

7C Membership is made up as follows:

Berwickshire Limited - 2/3

Community Energy Scotland - 1/3

SECTION 1 : This section has been removed

SECTION 2 : LETTINGS

2(A) Did you have any new lets last year?

☒ Y
 ☐ X

☐ N

2(B)

All Stock		
General Needs	Supported Housing	Total tenancies
1	0	1

If you answered YES to 2(A) please state the number of new lets in each of the following categories:

SECTION 2 : LETTINGS (cont.)

2(C) Number of re-lets during the year to 31 March 2012

	All Stock		
	General Needs	Supported Housing	Total tenancies
(i) Number of re-lets that took up to 16 weeks	133	12	145
(ii) Number of re-lets that took more than 16 weeks	0	2	2
(iii) Total number of re-lets	133	14	147

2(D)

	All Stock		
	General Needs	Supported Housing	Total tenancies
What was the average time taken to re-let properties in each of the categories? <i>(Please count every day, not just weekdays.)</i>	16	52	19

COMMENTS ON 2(B) to 2(D)

SECTION 2 : LETTINGS (cont.)

2(E) Please supply a breakdown of the type of tenancies granted for all new lets and re-lets during the period 1 April 2011 to 31 March 2012.

	Occupancy agreement	SST	Short SST	Other	Total lets
(i) New lets	0	1	0	0	1
(ii) Re-lets	0	147	0	0	147
(iii) Totals	0	148	0	0	148

2(F) This question has been removed

2(G) (i) At 31 March 2012, how many of your tenants have short SST agreements?

	2
--	---

(ii) Please state what percentage of tenants this represents.

%	0.10
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(iii) Give brief reasons for short SSTs in place:

conversion due to Asbo

COMMENTS ON 2(E) to 2(G):

SECTION 2 : LETTINGS (cont.)

2(H) (A) *Source of lets*

In relation to lets made to people last year please indicate the number of lets in each source category:

	Number	%
(i) Existing tenants	34	22.97
(ii) Applicants who have been assessed as statutory homeless by the local authority	39	26.35
(iii) Applicants from your housing list	75	50.68
(iv) Nominations from the local authority	0	
(v) Other	0	
(vi) Total	148	100.00

(B) *Local authority statutory homeless breakdown*

In relation to lets made to people who have been assessed by the local authority as statutory homeless with a duty to secure permanent accommodation in (ii) above, please indicate what route was taken to RSL housing.

	Number	%
(i) Section 5 referrals	39	100.00
(ii) Nominations from local authority	0	
(iii) Other (Notes on Completion give full details of what to include)	0	
(iv) Total	39	100.00

COMMENTS ON 2 (H)

We operate a CBL scheme but all homeless applicants are Section 5 referrals from the Local Authority.

SECTION 2 : LETTINGS (cont.)

2(I) For those tenancies that commenced during 2010/11 please advise how many tenants remained in their tenancy a year later.

(i) Number of new tenancies commenced during the year 2010/11

132

(ii) Of those at (i) the number who sustained their tenancy for more than 1 year


122

COMMENTS ON 2 (I)

SECTION 2 : LETTINGS (cont.)

2(J) Please supply the following information in relation to properties which you own that were in low demand.
(Please refer to the guidance given in the Notes on Completion)

(i) Nos of low demand dwellings at 31 March 2012

 40


(ii) Nos at (i) which were in low demand at 01 April 2011

 60

(iii) Nos of low demand dwellings remaining unlet at 31 March 2012

 9

(iv) As at 31 March 2012 - average nos of days dwellings at (iii) have been unlet

 261

(v) Nos of properties at (i) not actively being re-let

 9

COMMENTS ON SECTION 2 (J)

We have resolved issues at 20 previous low demand properties and have actively let these properties within the year.

SECTION 3: ACCESS AND ALLOCATIONS

3(A) *HOUSING LISTS*

(i) Do you have your own housing list?

Y		N	X
---	--	---	---

(ii) If YES, please state how many applicants were on your list at 31 March 2012.

--

(iii) Please state how many new applicants you added to your housing list during the year and the average time taken to add an applicant to your list (in calendar days).

Nos of new applicants	Average time taken

(iv) Please state the number of applicants that were suspended from receiving offers.

--

(v) Please state the total number of nominations received from local authorities.

--

3(B) *Common housing register*

(i) Are you taking part in the development of a common housing register?

Y		N	X
---	--	---	---

(ii) Are you currently participating in an active common housing register?

Y	X	N	
---	---	---	--

If you have answered YES to 3(B) (ii) please select the name of the register and enter the number of applicants on the register at 31 March 2012.

(iii) Local authority	(iv) No. of applicants
Borders Choice Homes	4564
Total	4564

(v) What percentage of properties re-let do you allocate through a common housing register?

%	95.95
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3(C) *Choice Based Lettings*

(i) Do you participate in a choice based lettings scheme?

Y	X	N	
---	---	---	--

(ii) If you answered YES to 3(C)(i) please enter which one(s)

Choice Based Lettings scheme
Borders Choice Homes

SECTION 3: ACCESS AND ALLOCATIONS (cont.)

3(D) *Section 5 referrals*

Please provide by local authority area of operation the following information on the outcome of homeless referrals from local authorities under Section 5 of the 2001 Act.

<i>Local authority</i>	Number of Section 5 Referrals received	Number housed
[1] Aberdeen City		
[2] Aberdeenshire		
[3] Angus		
[4] Argyll & Bute		
[5] City of Edinburgh		
[6] City of Glasgow		
[7] Clackmannanshire		
[8] Dumfries & Galloway		
[9] Dundee City		
[10] East Ayrshire		
[11] East Dunbartonshire		
[12] East Lothian		
[13] East Renfrewshire		
[14] Falkirk		
[15] Fife		
[16] Highland		
[17] Inverclyde		
[18] Midlothian		
[19] Moray		
[20] North Ayrshire		
[21] North Lanarkshire		
[22] Orkney Islands		
[23] Perth & Kinross		
[24] Renfrewshire		
[25] Scottish Borders	45	39
[26] Shetland Islands		
[27] South Ayrshire		
[28] South Lanarkshire		
[29] Stirling		
[30] West Dunbartonshire		
[31] West Lothian		
[32] Western Isles		
Total (All Scotland)	45	39

COMMENTS ON SECTION 3

BCH received 135 Section 5 referrals and 97 were housed in total by participants.

SECTION 4 : RENTAL INCOME

4(A) What level of rent increase have you agreed for application in 2012/2013?

%	4.80
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4(B) What percentage of the total rent owed by current tenants was actually collected during 2011/12?

%	95.28
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COMMENTS ON 4(A) AND 4(B)

SECTION 4 : RENTAL INCOME (cont.)

4(C) Please state your rental income for the year and the amount of rent loss through voids for both houses (including new properties) and garages / lock-ups during the year. (The Notes on Completion give full guidance on how to calculate these figures.)

<i>Houses</i>	Rental income	Void loss	
	£	£	%
(i) General Needs	5423072	46875	0.86
(ii) Supported Housing	329984	29843	9.04
(iii) Total houses	5753056	76718	1.33
(iv) Garages / lock-ups	210844	23510	11.15
(v) Total of all properties	5963900	100228	1.68

COMMENTS ON 4(C)

4(D) Please state the total amount and percentage of your total rent arrears (split between current and former tenants) as at the end of your rent accounting year for 2011/12. (The Notes on Completion give full guidance on how to calculate these figures.)

	Non-Technical		Technical		Total Arrears	
	£	%	£	%	£	%
(i) Current tenant	146275	2.45	146646	2.46	292921	4.91
(ii) Former tenant	94161	1.58	754	0.01	94915	1.59
(iii) Total arrears	240436	4.03	147400	2.47	387836	6.50

COMMENTS ON 4(D)

SECTION 4 : RENTAL INCOME (cont.)

4(E) Please supply the following information on arrears (*Please ensure you follow the guidance on the Notes on Completion*):

(i) Of the tenants giving up their tenancy during the year what percentage left with arrears? %

(ii) The average debt owed by tenants leaving in arrears, as average number of weeks rent outstanding Wks

(iii) Amount and proportion of arrears owed by former tenants:

	£	%
(a) Written off	27,281	18.57
(b) Collected during the year	37,033	25.38
(iv) Total	64,314	43.95

COMMENTS ON 4(E)

4(F) Percentage of current tenants owing greater than 13 weeks rent at the end of your rent accounting year for 2011/12. (*The Notes on Completion give full guidance on how to calculate this figure.*)

%

COMMENTS ON 4(F)

SECTION 5 : HOUSING BENEFIT

5(A) Please state the percentage of tenants in receipt of Housing Benefit at 31 March 2012.

Tenants on full Housing Benefit

% 29.97

Tenants on partial Housing Benefit

% 21.32

5(B) Please state percentage of your rental income that comes from Housing Benefit.

% 41.57

COMMENTS ON SECTION 5

SECTION 6 : FACTORING

6(A) How many houses did your RSL or subsidiary factor (without owning them)?

24

6(B) Please provide the following information in relation to the factoring services you provide / are provided by your subsidiary.

(i) Amount of invoiced factoring charges and recoverable costs outstanding at 31 March 2012

£

0

(ii) Amount accrued for providing a factoring service and costs incurred on behalf of owners that remain un-billed as at 31 March 2012

£

2,321

COMMENTS ON SECTION 6

SECTION 1: REACTIVE REPAIRS

1(A) (i) Please advise the following information in relation to all reactive repairs completed in the last year.

Total number of repairs completed in the year?

4,755

(ii) Please supply the following information about emergency repairs you carried out in the last year

(a)		(b)	(c)	(d)
Target time set by RSL to address the emergency risk		Number of repairs completed	Number of repairs completed within the RSL's target time	Percentage of repairs completed within the RSL's target time (%)
Hours	6	170	170	100.00

(iii) Please supply the following information in relation to non-emergency repairs carried out in the last year. (The Notes on Completion give fuller guidance on classifying repairs)

Average length of time taken to complete non-emergency repairs (working days)

6

days

Please use this comments box to supply any further information that would help with the interpretation of the data you have supplied:

4585 completed works orders

1(B) Repairs appointment system

(i) Please confirm whether you operate a full / partial / no repairs appointment system? (Full definitions given in the Notes on Completion)

Appointment system	
Full	
Partial	
None	X

If you operate a full or partial appointment system

(ii) How many appointments were made?

(iii) How many appointments were kept by you or the contractor?

COMMENTS ON SECTION 1

SECTION 2: GAS SAFETY

2(A) (i) Number of properties that have gas appliances and flues at 31 March 2012

938

(ii) Number of properties with current gas safety certificates at 31 March 2012

938

COMMENTS ON SECTION 2:

SECTION 3: MAINTENANCE SERVICE PROVIDERS

3(A) Does your RSL use a private contractor(s) for responsive repairs or investment work (including cyclical / planned maintenance works)?

Y

X

N

3(B) If YES please supply the following information about your main contractor(s)

(i) Name of main contractor(s)	(ii) Type of work carried out				
	Capital works	Emergency / out of hours	Planned / cyclical	Reactive	Voids
B Hall		X		X	X
G Bell		X		X	X
A C Roy				X	X
D Carrs				X	X
Saltire		X	X	X	
J&A Gray		X		X	X
Otis Ltd		X	X		
G Fleming				X	X
Pol-Clean		X		X	X
Finlaysons		X		X	X
N W Purves			X		
Paul Lyons		X		X	X
Pete Dyson		X		X	X
R A Veitch		X		X	X
R M Markby		X		X	X
W L Collin		X		X	X
W.J.Miller			X	X	X
Dod Blaikie		X		X	X
John Collin		X		X	X
W.A. Walker		X		X	X
Brian Bolton			X		
G.W.Cockburn		X	X	X	X
Norman Lough				X	
Stuart Riley		X		X	X
DB Eco Systems			X		
Robert Goodlet		X		X	X

Scott & Foggon		X		X	X
Charles F Inkpen		X		X	X
Eyemouth Joinery		X		X	X
Ronnie Patterson		X		X	X
Bell Group UK Ltd			X		
Border Ground Force			X		
James Stewart & Son		X		X	X
Steven Lackenby Ltd		X	X	X	X
Advanced Ventilation			X	X	
Border Safeguard Ltd		X	X		
British Gas Business		X	X	X	
National Door Service			X		
WSP Environmental Ltd			X		
James Swinton & Co Ltd			X		
Ewan Richardson Joiners		X	X	X	
Jock Rae Electrical Ltd		X	X	X	X
Scottish Borders Council			X	X	
A A Patterson (Fencing) Ltd		X		X	X
Electrical Testing Services			X		
Cheviot Gardening Services Ltd			X		

COMMENTS ON SECTION 3:

Part F should be completed by RSLs that currently have or intend undertaking a development programme in the next 2 years. If this does not apply please tick NO at 1(A) and go straight to Part I.

SECTION 1: DEVELOPMENT PROGRAMME

1(A) Did your RSL undertake any development projects last year or does it intend to in the next 2 years?

Y ☐ X ☐

N ☐

1(B) Do all these projects include an element of grant funding from Scottish Government?

Y ☐

N ☐ X ☐

If you answered NO to 1(B) you will be required to complete this section.

1(C) Please complete the following questions about development projects that do not include any grant funding from Scottish Government.

(i) Number of new units completed during the year / projected completions in future years.

	Actual 2011/12			Estimated 2012/13			Estimated 2013/14		
	Units owned by		%	Units owned by		%	Units owned by		%
	RSL	Subsidiary		RSL	Subsidiary		RSL	Subsidiary	
(a) Social letting				20		66.67	26		86.67
(b) Mid market / market rents					5	16.67		4	13.33
(c) Low cost home ownership					5	16.67			
(d) Total	0	0	0.00	20	10	100.00	26	4	100.00

(ii) What was / is the value of your Development programme?

	Actual 2011/12 £ 000	Estimated 2012/13 £ 000	Estimated 2013/14 £ 000
(a) Value funded through own cash / reserves		800	
(b) Value funded through private finance / borrowing		1,500	1,500
(c) Value funded through other grants / sources			800
(d) Value funded through sales		700	700
(e) Total	0	3,000	3,000

1(D) (i) Do you carry out all your own development work?

Y ☐

N ☐ X ☐

If you have answered NO to 1(D)(i) please supply the following:

(ii) Name of organisation(s) carrying out development work on behalf of RSL.

Name of organisation
Eildon HA

COMMENTS ON SECTION 1

Estimated Houses for 2013/14 depend on the availability of grant funding.

SECTION 1: SELF-CONTAINED DWELLING UNITS

Please provide us with the following information about any self-contained dwelling units you own in each local authority area

1(A) Did your RSL own any self-contained dwelling units at 31 March 2012?
(If YES please answer the rest of Section 1. If NO please go to Section 2.)

Y ☒ X ☐

N ☐

1(B) How many units were let or available for let at 31 March 2012?

Local authority	1 Apt	2 Apt	3 Apt	4 Apt	5+ Apt	Total units
[1] Aberdeen City						
[2] Aberdeenshire						
[3] Angus						
[4] Argyll & Bute						
[5] City of Edinburgh						
[6] City of Glasgow						
[7] Clackmannanshire						
[8] Dumfries & Galloway						
[9] Dundee City						
[10] East Ayrshire						
[11] East Dunbartonshire						
[12] East Lothian						
[13] East Renfrewshire						
[14] Falkirk						
[15] Fife						
[16] Highland						
[17] Inverclyde						
[18] Midlothian						
[19] Moray						
[20] North Ayrshire						
[21] North Lanarkshire						
[22] Orkney Islands						
[23] Perth & Kinross						
[24] Renfrewshire						
[25] Scottish Borders	52	425	779	449	21	1,726
[26] Shetland Islands						
[27] South Ayrshire						
[28] South Lanarkshire						
[29] Stirling						
[30] West Dunbartonshire						
[31] West Lothian						
[32] Western Isles						
Total (All Scotland)	52	425	779	449	21	1,726

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(C) What was the total of self-contained dwelling units not available for let at 31 March 2012? Please provide us with this information for each local authority you have properties in.

Name of local authority	Scottish Borders					
	1 Apt	2 Apt	3 Apt	4 Apt	5 Apt	Total units
(i) Number of units awaiting demolition						0
(ii) Number of units awaiting rehabilitation	3		1	1		5
(iii) Number of units awaiting a decision						0
(iv) Number of units held for decant purposes						0

Total for all local authority areas	1 Apt	2 Apt	3 Apt	4 Apt	5 Apt	Total units
(i) Number of units awaiting demolition	0	0	0	0	0	0
(ii) Number of units awaiting rehabilitation	3	0	1	1	0	5
(iii) Number of units awaiting a decision	0	0	0	0	0	0
(iv) Number of units held for decant purposes	0	0	0	0	0	0

COMMENTS ON 1(A) to 1(C)

Question No: | Details

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(D) *Stock*

(i) Total number of self-contained dwelling units you owned at 31 March 2012 (total of entries at Part I 1(B) and 1(C)).

<i>Local authority</i>	1 Apt	2 Apt	3 Apt	4 Apt	5+ Apt	<i>Total units</i>
[1] Aberdeen City						
[2] Aberdeenshire						
[3] Angus						
[4] Argyll & Bute						
[5] City of Edinburgh						
[6] City of Glasgow						
[7] Clackmannanshire						
[8] Dumfries & Galloway						
[9] Dundee City						
[10] East Ayrshire						
[11] East Dunbartonshire						
[12] East Lothian						
[13] East Renfrewshire						
[14] Falkirk						
[15] Fife						
[16] Highland						
[17] Inverclyde						
[18] Midlothian						
[19] Moray						
[20] North Ayrshire						
[21] North Lanarkshire						
[22] Orkney Islands						
[23] Perth & Kinross						
[24] Renfrewshire						
[25] Scottish Borders	55	425	780	450	21	1731
[26] Shetland Islands						
[27] South Ayrshire						
[28] South Lanarkshire						
[29] Stirling						
[30] West Dunbartonshire						
[31] West Lothian						
[32] Western Isles						
Total (All Scotland)	55	425	780	450	21	1731

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(D) *Stock - Outwith Scotland*

- (ii) If you owned stock outwith Scotland at 31 March 2012 please supply details of the total number of self-contained units.

	12
--	----

1(D) *Stock - LSVT*

- (iii) If you acquired stock through large scale voluntary transfer, what percentage of your total stock did this represent as at 31 March 2012.

%	88.60
---	-------

SECTION 1: Questions 1(D) (iii) - (vii) have been moved to Part J, Section 2.

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(E) How many demolitions were there in the year to 31 March 2012?

<i>Local authority</i>	1 Apt	2 Apt	3 Apt	4 Apt	5+ Apt	<i>Total units</i>
[1] Aberdeen City						
[2] Aberdeenshire						
[3] Angus						
[4] Argyll & Bute						
[5] City of Edinburgh						
[6] City of Glasgow						
[7] Clackmannanshire						
[8] Dumfries & Galloway						
[9] Dundee City						
[10] East Ayrshire						
[11] East Dunbartonshire						
[12] East Lothian						
[13] East Renfrewshire						
[14] Falkirk						
[15] Fife						
[16] Highland						
[17] Inverclyde						
[18] Midlothian						
[19] Moray						
[20] North Ayrshire						
[21] North Lanarkshire						
[22] Orkney Islands						
[23] Perth & Kinross						
[24] Renfrewshire						
[25] Scottish Borders	0	0	0	0	0	0
[26] Shetland Islands						
[27] South Ayrshire						
[28] South Lanarkshire						
[29] Stirling						
[30] West Dunbartonshire						
[31] West Lothian						
[32] Western Isles						
Total (All Scotland)	0	0	0	0	0	0

COMMENTS ON 1(E)

SECTION 1: SELF-CONTAINED DWELLING UNITS

We would like information about evictions and abandonments in each of the local authorities you operate in.

Name of local authority **Scottish Borders**

1(F) *Eviction actions*

Please supply the following information regarding actions for recovery of vacant possession in each of the local authority areas you operate in :

(i) Number of notices of proceedings issued	166
(ii) Number of court actions initiated	10
(iii) Number of orders for recovery of possession granted	9

Of the number of orders for recovery of possession granted at (iii) above please supply the following information.

<i>Legal action outcome</i>	For non-payment of rent	For anti-social behaviour	Other	Total
(iv) Number where you recovered possession	4			4
(v) Number where new post-decree tenancy granted at same dwelling	0			0

(vi) If the information you have supplied at (iv) and (v) does not equal the number of orders for repossession granted at (iii) please supply a brief explanation of the reason for the difference.

2 decrees granted end march since had Minute of Recall
1 decree granted after tenant handed in keys.

1(G) *Abandonments*

How many of your dwellings were abandoned in the year to 31 March 2012?

2

Total for all local authority areas

1(F) *Eviction actions*

Please supply the following information regarding actions for recovery of vacant possession in each of the local authority areas you operate in :

(i) Number of notices of proceedings issued	166
(ii) Number of court actions initiated	10
(iii) Number of orders for recovery of possession granted	9

Of the number of orders for recovery of possession granted at (iii) above please supply the following information.

<i>Legal action outcome</i>	For non-payment of rent	For anti-social behaviour	Other	Total
(iv) Number where you recovered possession	4			4
(v) Number where new post-decree tenancy granted at same dwelling	0			0

1(G) *Abandonments*

How many of your dwellings were abandoned in the year to 31 March 2012?

2

COMMENTS ON 1(F) to 1(G)

Question No: | Details

SECTION 1: Questions 1(H) and 1(I) have been moved to Part D, Section 2.

SECTION 1 : SELF-CONTAINED DWELLING UNITS

1(J) *Anti-social Behaviour*

	Nos of anti-social behaviour / nuisance complaints received in year to 31 March 2012	Nos. of ASBOs applied for in year to 31 March 2012		Nos. of actions which resulted in court hearing		Nos. of ASBOs granted	
		Interim	Full	Interim	Full	Interim	Full
(i) Please supply the following information about anti-social behaviour:	128	0	1	0	4	1	2

(ii) Did any breaches of ASBOs occur which resulted in prosecution?

☒ Y ☐
☐ N ☒ X

COMMENTS ON 1(J)

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(K) For all your tenancies effective at 31 March 2012, please provide the following information about right to buy (RTB).

<i>Local authority</i>	<i>Pre 2001 Act RTB</i>	<i>Modernised RTB</i>	<i>Contractual RTB</i>	<i>Without RTB</i>	<i>Total tenancies</i>
[1] Aberdeen City					
[2] Aberdeenshire					
[3] Angus					
[4] Argyll & Bute					
[5] City of Edinburgh					
[6] City of Glasgow					
[7] Clackmannanshire					
[8] Dumfries & Galloway					
[9] Dundee City					
[10] East Ayrshire					
[11] East Dunbartonshire					
[12] East Lothian					
[13] East Renfrewshire					
[14] Falkirk					
[15] Fife					
[16] Highland					
[17] Inverclyde					
[18] Midlothian					
[19] Moray					
[20] North Ayrshire					
[21] North Lanarkshire					
[22] Orkney Islands					
[23] Perth & Kinross					
[24] Renfrewshire					
[25] Scottish Borders	485	102	0	1,121	1,708
[26] Shetland Islands					
[27] South Ayrshire					
[28] South Lanarkshire					
[29] Stirling					
[30] West Dunbartonshire					
[31] West Lothian					
[32] Western Isles					
Total (All Scotland)	485	102	0	1,121	1,708

COMMENTS ON 1(K)

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(L) From the self-contained dwelling units that form your normal lettable stock (reported at 1(B)) please state turnover (that is, the number of vacancies that have arisen as a percentage of the lettable dwellings) during the year to 31 March 2012.

<i>Local authority</i>	Turnover	% of stock
[1] Aberdeen City		
[2] Aberdeenshire		
[3] Angus		
[4] Argyll & Bute		
[5] City of Edinburgh		
[6] City of Glasgow		
[7] Clackmannanshire		
[8] Dumfries & Galloway		
[9] Dundee City		
[10] East Ayrshire		
[11] East Dunbartonshire		
[12] East Lothian		
[13] East Renfrewshire		
[14] Falkirk		
[15] Fife		
[16] Highland		
[17] Inverclyde		
[18] Midlothian		
[19] Moray		
[20] North Ayrshire		
[21] North Lanarkshire		
[22] Orkney Islands		
[23] Perth & Kinross		
[24] Renfrewshire		
[25] Scottish Borders	184	10.66
[26] Shetland Islands		
[27] South Ayrshire		
[28] South Lanarkshire		
[29] Stirling		
[30] West Dunbartonshire		
[31] West Lothian		
[32] Western Isles		
Total (All Scotland)	184	10.66

COMMENTS ON 1(L)

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(M) From the self-contained dwelling units that form part of your normal lettable stock (as reported at 1(B)), please state how many were void at 31 March 2012.

<i>Local authority</i>	1 Apt	2 Apt	3 Apt	4 Apt	5+ Apt	Total units
[1] Aberdeen City						
[2] Aberdeenshire						
[3] Angus						
[4] Argyll & Bute						
[5] City of Edinburgh						
[6] City of Glasgow						
[7] Clackmannanshire						
[8] Dumfries & Galloway						
[9] Dundee City						
[10] East Ayrshire						
[11] East Dunbartonshire						
[12] East Lothian						
[13] East Renfrewshire						
[14] Falkirk						
[15] Fife						
[16] Highland						
[17] Inverclyde						
[18] Midlothian						
[19] Moray						
[20] North Ayrshire						
[21] North Lanarkshire						
[22] Orkney Islands						
[23] Perth & Kinross						
[24] Renfrewshire						
[25] Scottish Borders	3	14	6	1	0	24
[26] Shetland Islands						
[27] South Ayrshire						
[28] South Lanarkshire						
[29] Stirling						
[30] West Dunbartonshire						
[31] West Lothian						
[32] Western Isles						
Total (All Scotland)	3	14	6	1	0	24

COMMENTS ON 1(M)

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(N) From the self-contained dwelling units that form part of your normal lettable stock (as reported at 1(B)), please state how many have been void for six months or more at 31 March 2012.

Using the list in the Notes on Completion, please enter a description code that best reflects the reason for the void.

Local authority	1 Apt	Code	2 Apt	Code	3 Apt	Code	4 Apt	Code	5+ Apt	Code	Total all apts
[1] Aberdeen City											
[2] Aberdeenshire											
[3] Angus											
[4] Argyll & Bute											
[5] City of Edinburgh											
[6] City of Glasgow											
[7] Clackmannanshire											
[8] Dumfries & Galloway											
[9] Dundee City											
[10] East Ayrshire											
[11] East Dunbartonshire											
[12] East Lothian											
[13] East Renfrewshire											
[14] Falkirk											
[15] Fife											
[16] Highland											
[17] Inverclyde											
[18] Midlothian											
[19] Moray											
[20] North Ayrshire											
[21] North Lanarkshire											
[22] Orkney Islands											
[23] Perth & Kinross											
[24] Renfrewshire											
[25] Scottish Borders	4	B	8	F	3	F					15
[26] Shetland Islands											
[27] South Ayrshire											
[28] South Lanarkshire											
[29] Stirling											
[30] West Dunbartonshire											
[31] West Lothian											
[32] Western Isles											
Total (All Scotland)	4		8		3		0		0		15

COMMENTS ON 1(N)

SECTION 1: Question 1(O) has been removed

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(P) By type of provision, please list how many self-contained dwelling units you have (as reported at 1(D)) in each local authority at 31 March 2012.

<i>Local authority</i>	General	Sheltered	Very sheltered	Medium dependency	Wheelchair housing	Ambulant disabled	Other specially adapted	Total units
[1] Aberdeen City								
[2] Aberdeenshire								
[3] Angus								
[4] Argyll & Bute								
[5] City of Edinburgh								
[6] City of Glasgow								
[7] Clackmannanshire								
[8] Dumfries & Galloway								
[9] Dundee City								
[10] East Ayrshire								
[11] East Dunbartonshire								
[12] East Lothian								
[13] East Renfrewshire								
[14] Falkirk								
[15] Fife								
[16] Highland								
[17] Inverclyde								
[18] Midlothian								
[19] Moray								
[20] North Ayrshire								
[21] North Lanarkshire								
[22] Orkney Islands								
[23] Perth & Kinross								
[24] Renfrewshire								
[25] Scottish Borders	1,384	90	0	185	37	35	0	1,731
[26] Shetland Islands								
[27] South Ayrshire								
[28] South Lanarkshire								
[29] Stirling								
[30] West Dunbartonshire								
[31] West Lothian								
[32] Western Isles								
Total (All Scotland)	1,384	90	0	185	37	35	0	1,731

COMMENTS ON 1(P)

SECTION 1: SELF-CONTAINED DWELLING UNITS

1(Q) Please provide a breakdown of self-contained dwelling units you own by age and by type of dwelling for each local authority you operate in as at 31 March 2012.

Name of local authority

 Scottish Borders

	All types	House	High rise	Tenement	4 in a Block	Other flat/ maisonette
Pre-1919	18	3	0	11	2	2
1919-1944	338	100	0	0	238	0
1945-1964	411	387	0	22	0	2
1965-1982	675	572	0	84	9	10
Post-1982	289	146	0	117	12	14
Total	1,731	1,208	0	234	261	28

Total for all local authority areas

	All types	House	High rise	Tenement	4 in a Block	Other flat/ maisonette
Pre-1919	18	3	0	11	2	2
1919-1944	338	100	0	0	238	0
1945-1964	411	387	0	22	0	2
1965-1982	675	572	0	84	9	10
Post-1982	289	146	0	117	12	14
Total	1,731	1,208	0	234	261	28

COMMENTS ON 1(Q)

SECTION 2: NON-SELF-CONTAINED ACCOMMODATION

2(A) Did your RSL own any non-self-contained accommodation at 31 March 2012?
(If YES please complete Section 2. If NO please proceed to Section 3.)

Y ☐N ☐X ☐

2(B) Please provide a breakdown of non-self-contained accommodation by the type of provision by local authority at 31 March 2012. Please state the number of units and the number of bedspaces in each category.

Local authority	General		Sheltered		Very sheltered		Medium dependency		Wheelchair housing		Ambulant disabled		Other specially adapted		Total number	
	Units	Bedspaces	Units	Bedspaces	Units	Bedspaces	Units	Bedspaces	Units	Bedspaces	Units	Bedspaces	Units	Bedspaces	Units	Bedspaces
[1] Aberdeen City																
[2] Aberdeenshire																
[3] Angus																
[4] Argyll & Bute																
[5] City of Edinburgh																
[6] City of Glasgow																
[7] Clackmannanshire																
[8] Dumfries & Galloway																
[9] Dundee City																
[10] East Ayrshire																
[11] East Dunbartonshire																
[12] East Lothian																
[13] East Renfrewshire																
[14] Falkirk																
[15] Fife																
[16] Highland																
[17] Inverclyde																
[18] Midlothian																
[19] Moray																
[20] North Ayrshire																
[21] North Lanarkshire																
[22] Orkney Islands																
[23] Perth & Kinross																
[24] Renfrewshire																
[25] Scottish Borders																
[26] Shetland Islands																
[27] South Ayrshire																
[28] South Lanarkshire																
[29] Stirling																
[30] West Dunbartonshire																
[31] West Lothian																
[32] Western Isles																
Total (All Scotland)																

COMMENTS ON SECTION 2

SECTION 3: SHARED OWNERSHIP, EQUITY SHARING, SHARED EQUITY

3(A) As at 31 March 2012 state the number of shared ownership, equity sharing and shared equity properties in the following categories.

		(i) Shared Ownership	(ii) Equity Sharing (pre 2005)	(iii) New Supply Shared Equity (from 2005)	(iv) Open Market Shared Equity
<i>Local authority</i>					
[1] Aberdeen City					
[2] Aberdeenshire					
[3] Angus					
[4] Argyll & Bute					
[5] City of Edinburgh					
[6] City of Glasgow					
[7] Clackmannanshire					
[8] Dumfries & Galloway					
[9] Dundee City					
[10] East Ayrshire					
[11] East Dunbartonshire					
[12] East Lothian					
[13] East Renfrewshire					
[14] Falkirk					
[15] Fife					
[16] Highland					
[17] Inverclyde					
[18] Midlothian					
[19] Moray					
[20] North Ayrshire					
[21] North Lanarkshire					
[22] Orkney Islands					
[23] Perth & Kinross					
[24] Renfrewshire					
[25] Scottish Borders		3	5		
[26] Shetland Islands					
[27] South Ayrshire					
[28] South Lanarkshire					
[29] Stirling					
[30] West Dunbartonshire					
[31] West Lothian					
[32] Western Isles					
Total (All Scotland)		3	5		

COMMENTS ON SECTION 3

SECTION 4: NON-HOUSING UNITS

4(A) Did your RSL own any non-housing stock at 31 March 2012?
(If YES please answer Section 4. If NO please proceed to Section 5)

☐ Y ☒ X

☐ N ☐

4(B)

Number of units

(i) Shops	<input type="text" value="0"/>
(ii) Offices	<input type="text" value="2"/>
(iii) Garages/lock-ups	<input type="text" value="544"/>
(iv) Other (please specify in comment box below)	<input type="text" value="7"/>
(v) Total (4(B) i+ii+iii+iv)	<input type="text" value="553"/>

COMMENTS 4(B)(iv)

Commercial Premises:
Mountview
53 Newtown Street, DUNS
10a Station Court, Duns,
10b Station Court, DUNS
1 St Ella's Court, Eyemouth,
1 Golden Square/46 Market Sq, DUNS
31 Boston Court, DUNS

COMMENTS ON SECTION 4

SECTION 5: SUMMARY OF RSL UNITS

5(A) Based on the information you have supplied in this return the following is the summary total number of housing units you own as at 31 March 2012.

1751

This count should usually match the number of units reported in your Annual Accounts Submission (ACS) for 2012. Full details of how this is calculated is given in the Notes on Completion.

This count will be calculated automatically - initially it will be pre-populated using data from the previous year return and the total will be amended as new data is input.

Should you be aware of any reason why the information supplied here will not agree with your ACS return please use the comment box below to give a brief explanation. A further opportunity for comment will also be available in the ACS system.

COMMENTS ON SECTION 5:

SECTION 6: RTB, VOLUNTARY SALES, OTHER SALES

6(A) Did your RSL process any statutory right to buy, voluntary sales or other sales in the year to 31 March 2012? (This also includes applications or refusals to sell.) Y X N

(If YES please answer Section 6. If NO please proceed to Section 7.)

6(B) Please provide a breakdown of sales by type and local authority for period 1 April 2010 to 31 March 2012

Local authority		Sales to sitting tenants								Other sales	
		Pre 2001 Act RTB		Modernised RTB		Contractual RTB		Voluntary sales			
		Applics rec'd	Sales settled	Applics rec'd	Sales settled	Applics rec'd	Sales settled	Applics rec'd	Sales settled	Transferred to another RSL	Sold or transferred elsewhere
[1]	Aberdeen City										
[2]	Aberdeenshire										
[3]	Angus										
[4]	Argyll & Bute										
[5]	City of Edinburgh										
[6]	City of Glasgow										
[7]	Clackmannanshire										
[8]	Dumfries & Galloway										
[9]	Dundee City										
[10]	East Ayrshire										
[11]	East Dunbartonshire										
[12]	East Lothian										
[13]	East Renfrewshire										
[14]	Falkirk										
[15]	Fife										
[16]	Highland										
[17]	Inverclyde										
[18]	Midlothian										
[19]	Moray										
[20]	North Ayrshire										
[21]	North Lanarkshire										
[22]	Orkney Islands										
[23]	Perth & Kinross										
[24]	Renfrewshire										
[25]	Scottish Borders	6	2	0	0	0	0	0	0	0	0
[26]	Shetland Islands										
[27]	South Ayrshire										
[28]	South Lanarkshire										
[29]	Stirling										
[30]	West Dunbartonshire										
[31]	West Lothian										
[32]	Western Isles										
Total (All Scotland)		6	2	0	0	0	0	0	0	0	0

COMMENTS ON SECTION 6

SECTION 7: LOW COST HOME OWNERSHIP SALES (LCHO)

7(A) Please supply details of initial sales settled in the year to 31 March 2012.

	Number of initial sales settled in year to 31 March 2012			
	(i) Shared Ownership	(ii) Equity Sharing (pre 2005)	(iii) New Supply Shared Equity (from 2005)	(iv) Open Market Shared Equity
<i>Local authority</i>				
[1] Aberdeen City				
[2] Aberdeenshire				
[3] Angus				
[4] Argyll & Bute				
[5] City of Edinburgh				
[6] City of Glasgow				
[7] Clackmannanshire				
[8] Dumfries & Galloway				
[9] Dundee City				
[10] East Ayrshire				
[11] East Dunbartonshire				
[12] East Lothian				
[13] East Renfrewshire				
[14] Falkirk				
[15] Fife				
[16] Highland				
[17] Inverclyde				
[18] Midlothian				
[19] Moray				
[20] North Ayrshire				
[21] North Lanarkshire				
[22] Orkney Islands				
[23] Perth & Kinross				
[24] Renfrewshire				
[25] Scottish Borders				
[26] Shetland Islands				
[27] South Ayrshire				
[28] South Lanarkshire				
[29] Stirling				
[30] West Dunbartonshire				
[31] West Lothian				
[32] Western Isles				
Total (All Scotland)	0	0	0	0

COMMENTS ON SECTION 7

SECTION 8: STOCK ACQUISITIONS

8(A) Did your RSL build or acquire any housing units or bedspaces in the year to 31 March 2012?
(If YES please answer Section 8. If NO please proceed to Section 9.)

☐ Y ☒ X

☒ N ☐

8(B) Number of self-contained units and bedspaces acquired by local authority area in the year to 31 March 2012.

Local authority	Self-contained units acquired					Non-self-contained bedspaces acquired
	New build	Improvement	Acquisition from local authority	Acquisition/merger with other RSLs	Acquisition from other source	
[1] Aberdeen City						
[2] Aberdeenshire						
[3] Angus						
[4] Argyll & Bute						
[5] City of Edinburgh						
[6] City of Glasgow						
[7] Clackmannanshire						
[8] Dumfries & Galloway						
[9] Dundee City						
[10] East Ayrshire						
[11] East Dunbartonshire						
[12] East Lothian						
[13] East Renfrewshire						
[14] Falkirk						
[15] Fife						
[16] Highland						
[17] Inverclyde						
[18] Midlothian						
[19] Moray						
[20] North Ayrshire						
[21] North Lanarkshire						
[22] Orkney Islands						
[23] Perth & Kinross						
[24] Renfrewshire						
[25] Scottish Borders	1					
[26] Shetland Islands						
[27] South Ayrshire						
[28] South Lanarkshire						
[29] Stirling						
[30] West Dunbartonshire						
[31] West Lothian						
[32] Western Isles						
Total (All Scotland)	1	0	0	0	0	0

COMMENTS ON SECTION 8

SECTION 9A: RENTS SET BY RSL AS AT 31 MARCH 2012 - SELF-CONTAINED UNITS

9(A) Please provide a breakdown of the average *weekly* rents set by your RSL for self-contained units (excluding service charge) by apartment size and local authority area at 31 March 2012.
(Please see the *Notes on Completion* for guidance in calculating your average weekly rent and definition of 'special lets'.)

Local authority	1 Apt		2 Apt		3 Apt		4 Apt		5 or more Apts		All Units	
	Rent	No. of Units	Rent	No. of Units	Rent	No. of Units	Rent	No. of Units	Rent	No. of Units	Rent	No. of Units
[1] Aberdeen City												
[2] Aberdeenshire												
[3] Angus												
[4] Argyll & Bute												
[5] City of Edinburgh												
[6] City of Glasgow												
[7] Clackmannanshire												
[8] Dumfries & Galloway												
[9] Dundee City												
[10] East Ayrshire												
[11] East Dunbartonshire												
[12] East Lothian												
[13] East Renfrewshire												
[14] Falkirk												
[15] Fife												
[16] Highland												
[17] Inverclyde												
[18] Midlothian												
[19] Moray												
[20] North Ayrshire												
[21] North Lanarkshire												
[22] Orkney Islands												
[23] Perth & Kinross												
[24] Renfrewshire												
[25] Scottish Borders	57.38	52	64.47	425	64.02	779	68.70	449	81.94	21	65.37	1,726
[26] Shetland Islands												
[27] South Ayrshire												
[28] South Lanarkshire												
[29] Stirling												
[30] West Dunbartonshire												
[31] West Lothian												
[32] Western Isles												
Total (All Scotland)	57.38	52	64.47	425	64.02	779	68.70	449	81.94	21	65.37	1,726
[33] Special lets												0

COMMENTS ON SECTION 9(A)

SECTION 9B: RENTS SET BY RENT REGISTRATION SERVICE AT 31 MARCH 2012 - SELF-CONTAINED UNITS

9(B) Please provide a breakdown of the average weekly rents set by the Rent Registration Service (excluding service charge) by apartment size and local authority area at 31 March 2012.

(Please refer to Notes on Completion for guidance on calculating the average weekly rent and definition of special lets.)

Local authority	1 Apt		2 Apt		3 Apt		4 Apt		5 or more Apts		All Units	
	Rent	No. of Units	Rent	No. of Units	Rent	No. of Units	Rent	No. of Units	Rent	No. of Units	Rent	No. of Units
[1] Aberdeen City												
[2] Aberdeenshire												
[3] Angus												
[4] Argyll & Bute												
[5] City of Edinburgh												
[6] City of Glasgow												
[7] Clackmannanshire												
[8] Dumfries & Galloway												
[9] Dundee City												
[10] East Ayrshire												
[11] East Dunbartonshire												
[12] East Lothian												
[13] East Renfrewshire												
[14] Falkirk												
[15] Fife												
[16] Highland												
[17] Inverclyde												
[18] Midlothian												
[19] Moray												
[20] North Ayrshire												
[21] North Lanarkshire												
[22] Orkney Islands												
[23] Perth & Kinross												
[24] Renfrewshire												
[25] Scottish Borders	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0		
[26] Shetland Islands												
[27] South Ayrshire												
[28] South Lanarkshire												
[29] Stirling												
[30] West Dunbartonshire												
[31] West Lothian												
[32] Western Isles												
Total (All Scotland)												
[33] Special lets												

COMMENTS ON SECTION 9(B)

SECTION 10: RENTS AT 31 MARCH 2012 - NON-SELF-CONTAINED (BEDSPACES)

10(A) Please provide a breakdown of the average weekly rent (excluding service charge) per bedspace by local authority at 31 March 2012. Please give the average rent to the nearest 1p if possible.

<i>Local authority</i>		Weekly rent (£)	No of bedspaces the average is based on
[1] Aberdeen City			
[2] Aberdeenshire			
[3] Angus			
[4] Argyll & Bute			
[5] City of Edinburgh			
[6] City of Glasgow			
[7] Clackmannanshire			
[8] Dumfries & Galloway			
[9] Dundee City			
[10] East Ayrshire			
[11] East Dunbartonshire			
[12] East Lothian			
[13] East Renfrewshire			
[14] Falkirk			
[15] Fife			
[16] Highland			
[17] Inverclyde			
[18] Midlothian			
[19] Moray			
[20] North Ayrshire			
[21] North Lanarkshire			
[22] Orkney Islands			
[23] Perth & Kinross			
[24] Renfrewshire			
[25] Scottish Borders			
[26] Shetland Islands			
[27] South Ayrshire			
[28] South Lanarkshire			
[29] Stirling			
[30] West Dunbartonshire			
[31] West Lothian			
[32] Western Isles			
Total (All Scotland)			0

COMMENTS ON SECTION 10

SECTION 11: EQUAL OPPORTUNITIES

11(A) Please provide us with information, where possible, about the ethnic origins of your staff, Governing Body members, tenants and applicants under the following headings:

Ethnic Origin:	(i) Staff (paid staff in post at 31 March 2012)	(ii) Governing Body members (at 31 March 2012)	(iii) Existing tenants (at 31 March 2012)	(iv) Applicants on the housing list (at 31 March 2012)	(v) New lets or re-lets
(i) White (total)	48	12		3,597	126
(a) Scottish	34	5		2,857	83
(b) Other British	11	7		513	10
(c) Irish	1	0		18	0
(d) Gypsy / Traveller	0	0		0	0
(e) Polish	0			5	5
(f) Any other White Background	2	0		204	28
(ii) Mixed or multiple ethnic background	0	0		6	1
(iii) Asian, Asian Scottish or Asian British (total)	0	0		13	1
(a) Indian	0	0		3	0
(b) Pakistani	0	0		4	0
(c) Bangladeshi	0	0		1	0
(d) Chinese	0	0		3	0
(e) Any other Asian background	0	0		2	1
(iv) Black, Black Scottish or Black British (total)	0	0		20	0
(a) Caribbean	0	0		1	0
(b) African	0	0		17	0
(c) Any other black background	0	0		2	0
(v) Other ethnic background	0	0		16	0
(a) Arab, Arab Scottish or Arab British				0	
(b) Any other group				16	
(vi) Unknown	0	0	0	912	20
(vii) Total	48	12	0	4,564	148

11(B) Please indicate how many people considered themselves to have a disability at 31 March 2012, under columns (i) to (v) in 11(A).

Disability:	2	1	0	612	0
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11(C) Please state the number of male and female staff and Governing Body members in your RSL.

Gender:	[i] Staff (paid staff in post at 31 March 2012)	[ii] Governing Body members (persons on Governing Body at 31 March 2012)
(a) Number of females	35	3
(b) Number of males	13	9

SECTION 11: EQUAL OPPORTUNITIES

COMMENTS ON SECTION 11

SECTION 1: STOCK CONDITION SURVEYS

1(A) Last Stock Condition Survey

(i) When was your stock last surveyed or assessed for SHQS compliance (date completed)?

Month	Year
March	2012

(ii) Who did the survey / assessment?

Contractor	X
In-house	
Both	

(iii) If you used a contractor, who was it?

Baker Mallett

(iv) What proportion of stock was assessed fully for SHQS compliance since 1 April 2009 (dwellings visited by a surveyor / assessed fully as a percentage of all stock)?

% 88

1(B) Next Stock Condition Survey

(i) When will you next do a stock condition survey or assessment?

Year
2015

(ii) Who will do the survey / assessment?

Contractor	
In-house	
Both	X

(iii) What proportion of stock will be assessed fully for SHQS compliance (dwellings visited by a surveyor / assessed fully as a percentage of all stock)?

% 100

(iv) COMMENTS: Please describe your method for assessing SHQS compliance. Your note should cover: General description. How do you use surveys and / or continuous updates to come to a view of the SHQS status of your stock? If you use sample data, how do you ensure that sample is representative of all your stock? How do you estimate the overall failure rate? Any other relevant comments

BHA are currently undertaking an anticipated full stock condition survey. We hope to achieve 100% but realistic total may be nearer 90%. The survey should be complete end May 2012.

SECTION 2: SHQS COMPLIANCE

Please supply the following information on properties failing SHQS by criterion by 31 March each year. Exclude anticipated exemptions.

2(A) Stock Failing SHQS by Criteria (as at 31 March each year)

How many properties fail each SHQS criterion by 31 March each year? If any of your properties fail more than one criterion the total number of failures in 2(A) should exceed the overall number of failing properties in 2(C).

Number of properties	2012	2013	2014	2015
(i) Below Tolerable Standard	0	0	0	0
(ii) Free from Serious Disrepair	3	0	0	0
(iii) Energy Efficiency	317	150	50	0
(iv) Modern Facilities and Services	339	250	125	0
(v) Healthy, Safe & Secure	105	75	40	0

Severity of Failure (as at 31 March each year)

Number of properties	2012	2013	2014	2015
(vi) Stock failing one criterion only	0	0	0	0
(vii) Stock failing two or more criteria	764	475	215	0

2(B) Stock reconciliation (as at 31 March each year)

Number of properties	2012	2013	2014	2015
(i) Stock failing SHQS	764	475	215	0
(ii) Stock exempt from SHQS	0	0	0	630
(iii) Stock compliant with SHQS	969	1258	1518	1103
(iv) Stock not in the scope of SHQS	0	0	0	0
(v) Total stock	1733	1733	1733	1733

COMMENTS ON 2(A) - 2(B):

SECTION 2: SHQS COMPLIANCE

Name of local authority **Scottish Borders**

2(C) Total Stock Failing SHQS (as at 31 March each year)

	2012	2013	2014	2015
(i) Stock failing SHQS	764	475	215	0
(ii) Total stock in the scope of SHQS	1733	1733	1733	1733
(iii) % of stock failing the Standard	44.09	27.41	12.41	0.00

(iv) Comments & explanations


Total for all local authority areas


2(C) Total Stock Failing SHQS (as at 31 March each year)

	2012	2013	2014	2015
(i) Stock failing SHQS	764	475	215	0
(ii) Total stock in the scope of SHQS	1733	1733	1733	1733
(iii) % of stock failing the Standard	44.09	27.41	12.41	0.00

SECTION 2: SHQS COMPLIANCE

2(D) Working Towards the Standard

(i) How many properties did you plan to fully bring up to the Standard during the year to 31 March 2012?  230

(ii) Number of properties fully brought up to the Standard during the year to 31 March 2012?  258

(iii) If numbers brought up to Standard at (ii) above differs from the target set at (i) please give brief reasons below.

Extra funding available to upgrade extra properties

(iv) How many dwellings do you plan to fully bring up to the Standard during 2012/13?  348

(v) If the number you plan to fully bring up to the Standard is not close to the difference between failures in 2012 and 2013, please provide details below.

The above figures will change as we input the results of the ongoing stock condition survey. The number of properties shown to fail in 2015 in 2B include exemptions to be applied for.

SECTION 2: SHQS COMPLIANCE

2(E) Anticipated exemptions as at 31 March 2015

(i) Do you anticipate any exemptions?

Yes	X
No	
Don't know	

If you answer YES please supply the information at 2(E)(ii)

(ii) How many properties do you estimate will require an exemption (either temporary or permanent) from the SHQS target at 31 March 2015? Group these by their circumstances so that each entry refers to a property or group of properties that fail exactly the same element(s) for the same reason(s). Please read the Notes on Completion for more information.

(a)	(b)		(c)	(d)
No. of properties affected	Elements not met		Reasons not met	Action taken to date and planned
	No.	Element		
602	35	An energy efficiency rating of NHER 5 or SAP 2001 of 50 (oil, LPG, electric, solid fuel and biomass systems) or 60 (oil, LPG, electric, solid fuel and biomass systems)	(f) Any other reasons	See comments below
28	39	Kitchen Facilities: adequate electrical sockets	(d) Work cannot physically be done at any cost, or or doing the work would cause unacceptable problems in the building	See comments below
	40	Kitchen Facilities: adequate food storage space		
630				

(iii) Further comments & explanations

It is anticipated changes to the SAP software will allow electric systems to comply. BHA are investigating other methods of aiding fuel efficiency and reducing emissions to houses with open solid fuel fires. The above figures are expected to change over the next 12 months.

SECTION 3: SHQS INVESTMENT

3(A) Actual and projected investment

3(A) (i) and (ii) Please supply information about the properties you improved (i.e. brought nearer to the Standard or prevented failing below the Standard) and level of investment you made in the year to 31 March 2012.

3(A) (iii) and (iv) Please provide details of the projected number of improvements and level of investment you will make between April 2012 and March 2015.

Show this by element if you can and by criterion as a minimum. If any property had more than one improvement the number of improvements you report at criterion-level and the overall total should be less than the sum of improvements you reported by element. See the Notes on Completion for full guidance.

Criteria	Element no.	Description	Actual 2011/2012		Projected from 01 April 2012 to 31 March 2015	
			(i)	(ii)	(iii)	(iv)
			Homes Improved	Invested (£)	Homes Improved	Invested (£)
1 Below Tolerable Standard	1 - 12	Tolerable Standard	0	0	0	0
2 Free from Serious Disrepair		Primary building elements				
	13	Wall structure	0	0	3	10000
	14	Internal floor structures	0	0	0	0
	15	Foundations	0	0	0	0
	16	Roof structure	0	0	0	0
		Secondary building elements				
	17	Principal roof covering	0	0	0	0
	18	Chimney stacks	10	14149	5	7075
	19	Flashings	0	0	0	0
	20	Rainwater goods (gutters and downpipes)	0	0	23	8050
	21	External wall finish	13	39840	0	0
	22	Common access decks / galleries / balustrades	0	0	0	0
	23	Common access stairs and landings	0	0	0	0
	24	Individual dwelling balconies and verandas	0	0	0	0
	25	Attached garages of individual dwellings	0	0	0	0
	26	Internal stairs of individual dwellings	0	0	0	0
	27	Damp proof course	0	0	0	0
	28	Windows & doors of individual dwellings	63	154126	1	2500
	29	Common windows and common roof lights	0	0	0	0
	30	Underground drainage	0	0	0	0
		Free from serious disrepair	86	208115	32	27625
3 Energy Efficiency	31	Cavity wall insulation	0	0	15	2250
	32	100mm minimum loft insulation	0	0	2	300
	33	Hot water tank and pipe insulation & cold water tank insulation	0	0	0	0
	34a	Full central heating	142	448240	317	951000
	34b	Efficient central heating	0	0	0	0
	35	An energy efficiency rating of NHER 5 or SAP 2001 of 50 (oil, LPG, electric, solid fuel and biomass systems) or 60 (oil, LPG, electric, solid fuel and biomass systems)	0	0	892	22300
		Energy efficiency	142	448240	1224	975850

SECTION 3: SHQS INVESTMENT (cont.)

3(A) Actual and projected investment (cont.)

Criteria	Element no.	Description	Actual 2011/2012		Projected from 01 April 2012 to 31 March 2015	
			(i)	(ii)	(iii)	(iv)
			Homes Improved	Invested (£)	Homes Improved	Invested (£)
4 Modern Facilities and Services	36 A-D	Bathroom Condition	36	101622	2	3800
	37 A-C	Kitchen Condition	69	236147	2	6600
	38	Kitchen Facilities: safe working arrangements	0	0	6	0
	39	Kitchen Facilities: adequate electrical sockets	0	0	1115	167250
	40	Kitchen Facilities: adequate food storage space	0	0	1134	113400
		Modern facilities and services	105	337769	2259	291050
5 Healthy, Safe & Secure	41	Lead free pipework	11	22000	0	0
	42	Mechanical ventilation in kitchen and bathroom	0	0	0	0
	43	External noise insulation (under a limited range of circumstances)	0	0	0	0
	44	Safe smoke alarms / detectors	0	0	0	0
	45	Safe electrical system	0	0	49	7350
	46	Safe gas / oil system and appliances	0	0	118	11800
	47	Safe lifts	0	0	0	0
	48	Safe lobbies, halls, passages (internal only)	0	0	0	0
	49	Safe individual dwelling / common paths, paved areas, courts, laundry and drying areas	0	0	0	0
	50	Safe refuse chutes / chambers (multi-storey flats only)	0	0	0	0
	51	Safe bin stores	0	0	0	0
	52	Adequate public lighting	0	0	0	0
	53	Secure dwelling door locks (to both front and rear individual dwelling doors if applicable)	0	0	0	0
	54	Secure common external front door entry system (and / or concierge)	0	0	0	0
	55	Common external front and rear access doors in a good state of repair (flats only)	0	0	0	0
		Healthy, safe and secure	11	22000	167	19150

SECTION 3: SHQS INVESTMENT (cont.)

3(A) Actual and projected investment (cont.)

Criteria	Actual 2011/2012		Projected from 01 April 2012 to 31 March 2015	
	(i)	(ii)	(iii)	(iv)
	Homes Improved	Invested (£)	Homes Improved	Invested (£)
6 Total Improved / Investment	344	1016124	3682	1313675
7 Provisions where decision made to demolish as direct result of SHQS - number and costs	0	0	0	0
8 Costs of complying with SHQS		1016124		1313675

(v) Comments & explanations

BHA has 548 electric heating systems and 54 open solid fuel fires. We will be applying for exemptions on these properties as the required SAP for each cannot be achieved under the current software

SECTION 4: SHQS ASSUMPTIONS

4(A) Stock Numbers

	2011/12	2012/13	2013/14	2014/15
(i) Stock owned on 1 April (start of reporting year)	1734	1733	1733	1733
(ii) Stock lost through Right to Buy	2	0	0	0
(iii) Stock lost through demolition	0	0	0	0
(iv) Other stock lost	0	0	0	0
(v) Stock lost during year	2	0	0	0
(vi) Stock gained through development	1	0	0	0
(vii) Other stock gain	0	0	0	0
(viii) Stock gained during year	1	0	0	0
(ix) Stock owned on 31 March (end of reporting year)	1733	1733	1733	1733

(x) Comments & explanations



Name of member							Length of service	
Title	Forename	Surname	Tenure	Responsibility on board	Status	Date	Years	Months
Mr	Robert	Bolton	Tenant	Committee Member	Elected	13-SEP-2011	0	6
Mr	Andrew	Brough	N/A	Committee Member	Elected	13-SEP-2011	2	4
Mr	John Bruce	Elliot	Tenant	Committee Member	Elected	13-SEP-2011	4	6
Mr	James	Fullarton	N/A	Committee Member	Elected	13-SEP-2011	8	6
Mr	Trevor	Jones	N/A	Committee Member	Elected	13-SEP-2011	2	6
Mr	Ian	Lindley	N/A	Chairperson	Elected	13-SEP-2011	0	10
Mr	David	Melrose	Tenant	Vice-chairperson	Elected	13-SEP-2011	11	6
Mrs	Johanna	Pawley	N/A	Co-optee	Not applicable	18-OCT-2011	0	5
Mrs	Frances	Renton	N/A	Committee Member	Elected	13-SEP-2011	4	6
Doctor	John	Stanforth	N/A	Committee Member	Elected	13-SEP-2011	3	2
Mrs	Kathleen	Stephenson	N/A	Vice-chairperson	Elected	13-SEP-2011	3	1
Mr	Andrew	Watson	N/A	Committee Member	Elected	13-SEP-2011	4	2

Section	Question	Validation Message	Comments
Housing Management 2(H)-2(J)	2(J)	2(J)(ii) cannot be greater than 2(J)(i)	We have resolved issues at 20 previous low demand properties and have actively let these properties within the year.