

**Minute of meeting of River Clyde Homes' Board
held in the Tontine Hotel, Greenock on Tuesday 15th January 2019 at
5.30pm**

	Name	Designation
Present	Jillian Moffat (JM) Marilyn Beveridge (MB) Jenny Speck (JeS) Graeme Brooks (GB) Craig McGinn (CMcG) Chris Curley (CC) Elizabeth Grant (EG) John Crowther (JC) Martin Brennan (MB)	Board Member (Chair) Board Member Board Member Board Member Board Member Board Member Board Member Board Member
Apologies	Tom Ferrier (TF) Antony Smith (AS)	Board Member Co-optee
Others in Attendance	Christopher Morgan (CM) Kevin Scarlett (KS) Sandra McLeod (SMcL) Richard Turnock (RT) Siobhan O'Kane (SO) Aileen Metcalfe (AM) (item 4.3 only) Kirsty Anderson (KA)	RCPM Chair (Observer) Chief Executive Executive Director (Customer Services) Executive Director (Group Services) Minute Taker Head of Finance and Legal Scottish Housing Regulator (observer)

1. Sederunt, welcome introduction and apologies

JM welcomed all and sederunt as outlined above. She advised the Board that CM had requested to attend as an observer given that this meeting follows from the Board Business Planning Weekend which he attended.

She advised the Board that we will deal with item 4.3 first to allow AM to leave the meeting.

2. Declarations of Interest

JM declared that she sits on the RCPM Board and that she is an employee of Scottish Enterprise which is mentioned in item 5.1.

3.1 Minute and Confidential Minute of meeting held on 23rd and 24th November 2018

The Board:

- **Approved the minutes as a true record.**

3.3 Action Tracker

Board

Approved 19 March 2019

Action 1 – this action has been completed and can be removed from the tracker.

Action 2 – RT advised that a workshop will be organised for those wishing to attend.

Action 3 – RT advised that this action has been completed and will be covered during item 4.4.

Audit & Finance Committee

Action 1 – RT confirmed that an update will be provided to the Committee at its meeting in February.

Action 2 – RT confirmed that this action has been completed.

Actions 3-6 – RT confirmed that these actions relate to procurement matters and each will be reported on at the Committee meeting in February.

Action 7 – RT confirmed that this matter will be reported on at the Committee meeting in February.

Action 8 – RT confirmed that this will be actioned during item 5.1 on the agenda.

Performance & Services Committee

SMcL reported that both actions are on track.

4.3 Rent and Charges Setting 2019/20 (Confidential Item)

Contained in the Confidential Minute.

4.1 Strategic Risk (Confidential Item)

Contained in the Confidential Minute.

4.2 Group Structure Implementation (Confidential Item)

Contained in the Confidential Minute.

4.4 Board Training and Development (Confidential Item)

Contained in the Confidential Minute.

5.1 Springkell Street Depot Lease (Confidential Item)

Contained in the Confidential Minute.

6.1 Minute and Confidential Minute of Audit and Finance Committee meeting on 11th December 2018

The Board:

- **Noted the content of the minutes (subject to approval at the forthcoming Committee meeting).**

6.1.1 GB referred the Board to paragraph 7.4.2 and advised that this matter is being challenged by Elected Members from a public interest perspective. SO

advised that we receive a number of enquiries from Elected Members most of which are general in nature, however, there are occasions when the information being requested is personal. Following the introduction of the new General Data Protection Regulations, RCH, Cloch and Oak Tee agreed that a uniform and robust approach was required in order to divulge certain pieces of information given that we are the data controllers.

6.1.2 SO advised that a mandate was created to be signed by constituents wishing for Elected Members to act for them in particular situations, however, some members challenged this approach and we organised a drop-in session for members to attend and discuss possible ways to resolve this matter. One member attended and we agreed on an approach whereby, if the information required to be imparted was regarded as personal, we would relay this to the customer directly and thereafter advise the member that this had been undertaken. She further advised that we have been in touch with Inverclyde Council's Data Protection Officer who confirmed that for special category data, they have provided their members with a mandate to be signed by constituents and we suggested that this be a joint approach thereby requiring for only one mandate to be completed if special category data was being requested.

6.2 Minute and Confidential Minute of Performance and Services Committee meeting on 11th December 2018

The Board:

- **Noted the content of the minutes (subject to approval at the forthcoming Committee meeting).**

6.3 Minute of Personnel Committee meeting on 14th November 2018

The Board:

- **Noted the content of the minute (subject to approval at the forthcoming Committee meeting).**

7.1 AOB (Confidential Item)

Contained in the Confidential Minute.