

**Minute of meeting of River Clyde Homes' Board
held in the Tontine Hotel, Greenock on Tuesday 19th March 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) Tom Ferrier (TF) Antony Smith (AS)	Board Member (Chair) Board Member Board Member Board Member Board Member Board Member Board Member Board Member Co-optee
Others in Attendance	Kevin Scarlett (KS) Sandra McLeod (SMcL) Richard Turnock (RT) Siobhan O'Kane (SO) Jon Grant (JG) Carol Oatway (CO) (Items 4.1 and 4.2 only)	Chief Executive Executive Director (Customer Services) Executive Director (Group Services) Minute Taker Head of Customer Services (East) Campbell Tickell
1. Sederunt, welcome introduction and apologies		
JM welcomed all and sederunt as outlined above.		
2. Declarations of Interest		
JM declared that she sits on the RCPM Board.		
3.1 Minute and Confidential Minute of meeting held on 15th January 2019		
The Board:		
<ul style="list-style-type: none"> • Approved the minutes as a true record. 		
3.2 Confidential Minute of Board briefing held on 11th February 2019		
The Board:		
<ul style="list-style-type: none"> • Approved the minutes as a true record. 		
3.3 Action Tracker		
<u>Board</u>		
Action 1 – RT confirmed that the VFM session has been organised to take place next week. RT confirmed that this action has therefore been completed and the Board agreed that it could be removed from the tracker.		
Action 2 – RT confirmed that this action is completed and the Board agreed that it		

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could therefore be removed from the tracker.

Audit & Finance Committee

Action 1 – RT confirmed that the Committee agreed for the anticipated completion date to be postponed to June 2019 to allow for further discussions to take place.

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

Action 3 – RT confirmed that this matter will be discussed at the Committee meeting in April.

Performance & Services Committee

Action 1 – SMcL confirmed that this action was previously the responsibility of David Falla and it will now be completed by JG and Fiona Campbell. JG advised that we are going to a pilot of this for repairs and if it is successful, we will roll it out across the organisation by June 2019. The Committee agreed to amend the anticipated completion date to June 2019.

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

Action 3 – SMcL confirmed that this matter will be discussed during this meeting at item 5.2.

4.2 Board Remuneration (Confidential Item)

Contained in the Confidential Minute.

4.1 Group Structure Governance Options (Confidential Item)

Contained in the Confidential Minute.

4.3 Director Level Responsibilities (Confidential Item)

Contained in the Confidential Minute.

4.4 New Regulatory Guidance

4.4.1 SO presented this report and reminded the Board of the discussions in relation to this matter that took place during the Board Business Planning weekend in November. She advised that the new Regulatory Framework has now been published and will be implemented from 1st April 2019.

4.4.2 SO further noted that the finalised version is broadly in line with the draft and therefore has only required minor amendments to our annual assurance statements and our annual assurance compliance checklist. She advised that we will continue to keep our approach to this under review as the SHR toolkit is developed.

4.4.3 TF commented that compliance with the annual assurance requirement will be a significant task and SO agreed with this, however, noted that we have already started to populate the document and we expect that a lot of the information contained within the first checklist will be repeated annually.

Approved 23 April 2019

The Board:

- **Approved the proposed Annual Assurance Statements for the RCH Group attached at Appendix 1; and**
- **Approved the proposed Annual Assurance Compliance Checklist for the RCH Group attached at Appendix 2.**
- **Noted the New Scottish Housing Regulator's (SHR's) Regulatory Framework (February 2019) attached at Appendix 3.**

4.5 Proposal to change Subsidiary Company Name (Confidential Item)

Contained in the Confidential Minute.

5.1 Allocations Policy Review

5.1.1 JG presented this report and reminded the Board of the presentation given by Julie Allison prior to the meeting commencing. He highlighted the extensive consultation process that we have undertaken in respect of the new policy and the feedback received was broadly positive. JG advised that comments received during this process have been taken on board where possible and are reflected in the new policy.

5.1.2 MB advised the Board that this was discussed in detail at the performance & Services Committee and the Committee were satisfied with the information provided.

5.1.3 EG noted concerns in respect of the introduction of consideration of age in relation to allocating sheltered properties and JG advised that this is a new addition to the policy in line with feedback received from customers during the consultation who felt it was important that these complexes were retained for older people given the different lifestyles lead by older and younger tenants.

The Board:

- **Approved the new Allocations Policy**

5.2 Transforming Broomhill: Community Regeneration Evaluation (Confidential Item)

Contained in the Confidential Minute.

5.3 Disposals for Approval - Neil Street (Confidential Item)

Contained in the Confidential Minute.

5.4 General Membership Application (Confidential Item)

Contained in the Confidential Minute.

6.1 CEO Update (Confidential Item)

Contained in the Confidential Minute.

6.2 Minute and Confidential Minute of Audit and Finance Committee meeting on 19th February 2019

The Board:

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

6.3 Confidential Minute of Personnel Committee meeting held on 7th February 2019

The Board:

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

6.4 Gifts and Hospitality Register

6.4.1 SO advised that the relevant extract of the register is available for consideration by Board members and that following conclusion of this meeting KS and JM will consider the content of the extract and sign it accordingly.