

**Minute of meeting of River Clyde Homes' Board
held in the Broomhill Gardens and Community Hub, Greenock on
Tuesday 23rd April 2019 at 6.15pm**

	Name	Designation
Present	Jillian Moffat (JM)	Board Member (Chair)
	Marilyn Beveridge (MB)	Board Member
	Jenny Speck (JeS)	Board Member
	Graeme Brooks (GB)	Board Member
	Craig McGinn (CMcG)	Board Member
	Chris Curley (CC)	Board Member
	Tom Ferrier (TF)	Board Member
	Antony Smith (AS)	Board Member
Apologies	Elizabeth Grant (EG)	Board Member
Others in Attendance	Christopher Morgan (CM)	Observer (Subsidiary Chair)
	Kevin Scarlett (KS)	Chief Executive
	Sandra McLeod (SMcL)	Executive Director (Customer Services)
	Richard Turnock (RT)	Executive Director (Group Services)
	Mark Robson (MR)	Managing Director (Subsidiary Company)
	Siobhan O'Kane (SO)	Minute Taker

1. Sederunt, welcome introduction and apologies

JM welcomed all and sederunt as outlined above.

JM confirmed that EG has submitted her apologies for the meeting and wishes to advise members that she is stepping down from the Board due to the increasing demands of the role.

JM also advised that AS has submitted an application for General Membership and, if approved, she would be proposing he is appointed to fill a casual vacancy on the Board.

The Board approved the application for General Membership and also approved the appointment of AS to fill a casual vacancy on the Board.

2. Declarations of Interest

JM declared that she sits on the RCPM Board.

3.1 Minute and Confidential Minute of meeting held on 19th March 2019

The Board:

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

3.2 Minute of meeting with Chair and Vice Chair on 26th March 2019

The Board:

Approved 28 May 2019

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

3.3 Action Tracker

Board

Action 1 – SO advised that an additional diligence exercise has been undertaken by our solicitors and a supplementary report was provided. CM confirmed that this has been discussed in detail at the subsidiary company Board and they are comfortable to propose the Special Resolution to the RCH Board.

The Board noted the update provided.

Action 2 – This action has been completed and the Board agreed that it could be removed from the tracker.

Audit & Finance Committee

Action 1 – RT confirmed that we are still in the process of reviewing options in relation to this matter and this is currently being led by Mark Robson. He advised that he will endeavour to return to the Committee with options in July.

Action 2 – this action has been completed and the Committee agreed that it could be removed from the tracker.

Action 3 – RT confirmed that this matter will be discussed during item 6.2 of the agenda.

Action 4 – RT confirmed that a draft has been agreed and he will circulate this to the Committee in the next couple of days.

Performance & Services Committee

Action 1 – SMcL confirmed that we are piloting a new template at the moment and, if successful, we will roll this out across the organisation by June 2019.

Action 2 – SMcL confirmed that this action has been completed and the Committee agreed that it should be removed from the action tracker.

Action 3 – SMcL confirmed that this action has been completed and the Committee agreed that it should be removed from the action tracker.

Action 4 – SMcL confirmed that SO has been in contact with Board members to arrange a suitable date for this tour.

Action 5 – SMcL confirmed this action will be discussed at the meeting in June.

4.1 RCH Group Governance Arrangements (Confidential Item)

Contained in the Confidential Minute.

4.2 2019/2020 Budget and 5 Year Financial Plan (Confidential Item)
Contained in the Confidential Minute.
4.3 5 Year Capital Works Programme (Confidential Item)
Contained in the Confidential Minute.
4.4 5 Year New Build Programme (Confidential Item)
Contained in the Confidential Minute.
4.5 Repairs and Maintenance Contract (Confidential Item)
Contained in the Confidential Minute.
4.6 Staffing Restructure (Confidential Item)
Contained in the Confidential Minute.
5.1 Disposal of Properties (Confidential Item)
Contained in the Confidential Minute.
5.2 Procurement Matters (Confidential Item)
Contained in the Confidential Minute.
5.3 New Office Accommodation Update (Confidential Item)
Contained in the Confidential Minute.
6.1 Minute and Confidential Minute of Performance & Services Committee meeting on 11th March 2019
The Board: <ul style="list-style-type: none"> • Noted the content of the minutes (subject to approval at the forthcoming Committee meeting).
6.2 Regulation Plan 2019/20
The Board: <ul style="list-style-type: none"> • Noted the Regulation Plan.
6.3 Scottish Veteran Garden City Association (Confidential Item)
Contained in the Confidential Minute.