

**Minute of meeting of River Clyde Homes' Board
held in the Beacon Arts Centre, Greenock on
Tuesday 20th June 2019 at 6.15pm**

	Name	Designation
Present	Jillian Moffat (JM)	Board Member (Chair)
	Marilyn Beveridge (MB)	Board Member
	Graeme Brooks (GB)	Board Member
	Chris Curley (CC)	Board Member
	Tom Ferrier (TF)	Board Member
Apologies	Jenny Speck (JS)	Board Member
	Craig McGinn (CMcG)	Board Member
	Antony Smith (AS)	Board Member
Others in Attendance	Kevin Scarlett (KS)	Chief Executive
	Sandra McLeod (SMcL)	Group Director: Customer Experience
	Richard Turnock (RT)	Group Director: Resources and Transformation
	Mark Robson (MR)	Managing Director (Home Fix Scotland (HFS))
	Siobhan O'Kane (SO)	Minute Taker

1. Sederunt, welcome introduction and apologies

JM welcomed all and sederunt as outlined above.

2. Declarations of Interest

JM declared that she is a Director on the HFS Board.

3.1 Minute and Confidential Minute of meeting held on 28th May 2019

The Board:

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

3.2 Action Tracker

Board

Action 1 – RT advised that this matter will be reported at the next Audit and Risk Committee as part of the 'Procurement Matters' standing agenda item.

Action 2 – SMcL confirmed that this action will be presented to the next SLOC Committee.

Audit & Risk Committee

Action 1 – RT advised that this items will be discussed at the Committee meeting in July.

Action 2 – RT confirmed that this action has been completed and he will request that this

be removed from the tracker at the next Committee meeting in July.

Action 3 – RT confirmed that this action has since been completed and he will request that this be removed from the tracker at the next Committee meeting in July.

Action 4 – RT advised that this items will be discussed at the Committee meeting in July.

Social Landlord Operations Committee

Action 1 – SMcL confirmed that this action is scheduled for completion in June.

Action 2 – SMcL confirmed that this action has now been completed. JM requested that a further date be organised for those who were unable to attend.

Action 3 – SMcL confirmed that this will be presented to the Committee in July.

Action 4 – SMcL confirmed that a briefing session will have been organised by August 2019.

4.1 RCH Group Performance Indicators & Monitoring

4.1.1 RT gave a presentation to the Board and introduced our main basis of reporting to Board and Committees in 2019/20. He then directed the Board to the Business Scorecards contained within the appendices and advised that the scorecards are fluid documents.

4.1.2 RT further advised that the documents will be populated for the next board meeting and he confirmed that these will continue to be monitored at the Sub Committees of the Board.

The Board:

- **Noted and approve the basis of reporting and monitoring of business and operating performance going forward, through**
 - (1) **Corporate Plan Scorecard**
 - (2) **Business Health Scorecard**
 - (3) **Key Performance Indicators Report**
- **It should be noted that reporting templates for the above are provided in the Appendices. Further reporting templates will be provided at the Board meeting, setting out more refined level of detail for certain measures, including 2019/20 Targets.**

5.1 Property Acquisition and Land Transfer (Confidential Item)

Contained in the Confidential Minute.

5.2 General Membership Application (Confidential Item)

Contained in the Confidential Minute.

6.1 New Office Accommodation (Confidential Item)

Contained in the Confidential Minute.

6.2 CEO Update (Confidential Item)

Contained in the Confidential Minute.

AOB

RT advised the members of the Board who sit on the Audit & Risk Committee that a report has been circulated to them via email in relation to seeking authority to procure. He reminded the Committee members that a previous discussion had taken place with regards to obtaining urgent approvals of this nature and it was agreed that an approach of this kind would be adopted. RT asked Committee members to advise by email if they are satisfied to approve.