

BOARD MINUTES

Date of Meeting - 24 October 2022

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Board Minutes

Name of Meeting	Board Meeting	Date of Meeting	24 October 2022
Venue of Meeting	Scott Street, Motherwell	Time of Meeting	5.15pm

1. Welcome

A McFarlane, E Walker, C Boyd, C Hendry, K Gibb, S Watson

In Attendance

L Wassell (Chief Executive), C Garmory (Finance & Corporate Services Director), F Smith (Customer Services Director), L Forrest (Property & Development Director), L Beresford (People Director) L Hughes (Minute)

Observers

S Dodson (Board nominee)
Alan Newlands (Board observer)

Consultant

Vicki Cutler, Director H&S Housing Compliance (Agenda Item 6.1 only)

Apologies

L Wilson, L MacDonald, M Gilfillan

2. Declaration of Interest

2.1. E Walker declared an interest advising that Board nominee Stuart Dodson was a friend and she confirmed that she had not been involved in the recruitment process and would not be involved in the decision to appoint him as a Board Co-optee. Members were advised that they could declare an interest at any point in the meeting.

3. Election of Co-optee

S Dodson left the meeting.

3.1. L Wassell introduced the report proposing S Dodson is appointed as a co-optee following a rigorous recruitment process.

3.2. Members **approved** the appointment of S Dodson as a co-opted Board Member.

S Dodson returned to the meeting.

4. Minutes of previous Meetings

4.1. CVHA Minutes – 22 August 2022 and 19 September 2022 - Confidential

4.1.1 The Board **approved** the minute of the meetings held on 22 August 2022 and 19 September 2022.

4.2. Action Log

4.2.1. L Forrest confirmed that following an appraisal of two mortgage to rent properties held 'out of management' both would be relet once major repairs were completed.

4.2.2. L Wassell advised that the Executive Team had recently invited Graeme Bruce, Head of Sustainability from the Link Group to discuss their work on Environmental, Social and Governance Standards (ESG). Board members confirmed this topic should be on the agenda for the January 2023 Strategy Day. K Gibb advised that he would be happy to contribute his knowledge and expertise on decarbonisation.

4.2.3. L Wassell advised the review of the Scheme of Delegation would be on the Board agenda for 12 December 2022.

4.2.4. C Garmory advised the Board survey on risk appetite will be circulated to be considered prior to December Board.

4.2.5. L Wassell advised that the Mobile Phone Policy will now be considered as part of the review of the Scheme of Delegation and depending on workloads may require a Short Life Working Group of the Board.

4.2.6. The Board **approved** the Action Log.

5. Performance, Procurement and Risk

5.1. New Supply Report – Confidential

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5.2. Landscaping Contract Award – Confidential

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6. Governance

6.1. EICR Assurance Audit and Electrical Safety Policy – Confidential

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6.2. Board Annual Appraisal and Governance Excellence Report – Confidential

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6.3. GDPR Breach – Confidential

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6.4. CVPS Gift Aid – Confidential

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6.5. Annual Assurance Statement – Confidential

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7. Group Parent Monitoring

7.1. CVPS Minutes – 1 September 2022 – Confidential

7.1.1. The Board noted the minute of the meeting held on 1 September 2022.

7.2. Innov8 Board Minutes 25 August 2022- Confidential

7.2.1. The Board noted the minute of the meeting held on 25 August 2022.

8. Committee Minutes

8.1. Audit Committee Minutes 11 August 2022 – Confidential

8.1.1. The Board noted the minute of the meeting held on 11 August 2022.

9. AOCB

9.1. C Boyd questioned his new role as CVPS Parent Observer, and how this would operate in practice to ensure it would be a valuable contribution i.e., could he take a more active role in meetings, in terms of advice and support whilst not having decision making or voting rights. He asked it to be noted that he had been a founding Member of the CVPS company and his corporate knowledge of CVPS since its foundation could be valuable resource. L Wassell agreed to speak with J McKenzie, Chair of CVPS, to review the role of observer at CVPS Board Meetings.

9.2. Board Members agreed that they could attend the Housing Intelligence Session hosted by K Gibb on Wednesday 23 November, details will be shared in their calendars and a plan for the session will be shared by L Hughes.

9.3. Board Members agreed to an extra Board Meeting on 28 November 2022 to discuss the financial business plan modelling for rents and approve the proposed basis for rent consultation for 2022/3.

10. Date of Next Meeting

10.1. The next Board Meetings are as noted below, will be held in Scott Street, Motherwell at 5.15pm

Rent Strategy Meeting – 28 November 2022
Board Meeting – 12 December 2022