

Readers may note that some information within these documents have been omitted / redacted.

Some information has been omitted / redacted as disclosure may prejudice the commercial interests of Irvine Housing Association trading as Riverside Scotland.

We recognise that the commercial sensitivity of information may decline over time and the harm arising from disclosure may be outweighed by the public interest in openness and transparency. We commit to review the redaction of any such information from time to time.

THE RIVERSIDE GROUP LIMITED
IRVINE HOUSING ASSOCIATION LIMITED

Special Meeting of the Board held at 5.30 p.m. on
Wednesday 19 October 2022 via MS Teams.

Minutes

Present:

Mr J. Strang (In the Chair), Mrs M. Burgess, Mrs. J Galbraith, Mr P. New, Mr T. McInnes, Mrs S. Petrie and Mr S. Stewart.

In attendance were: Mrs D. MacLean, and Mr. G Cooper.

Apologies for Absence

Apologies were received from Mrs M. Crearie, Mr S. Easton, Mr R. Hill and Mr G. Darroch.

Declarations of Interests

No declarations

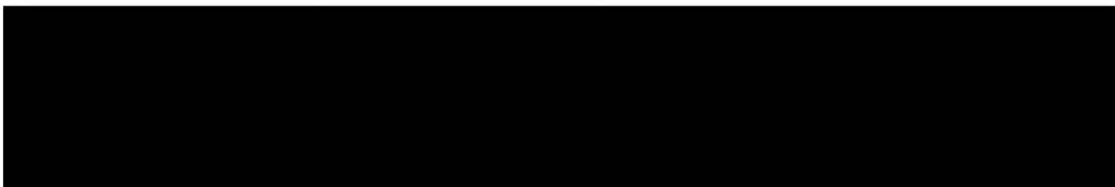
1. Preliminaries

The Chair welcomed everyone to the meeting and introductions were made to the Board and Executive Staff Team. The presence of a quorum was noted.

2. Annual Assurance Statement

The Board considered the requirements of the Annual Assurance Statement (AAS) set out in the SHR's Statutory Guidance, and the outcomes of the self-assessment process set out in the Regulatory Compliance Assessment Report and associated Improvement Plan.

Mrs MacLean advised that the Scottish Housing Regulator asks all Registered Social Landlords to self-assess against the regulatory framework on an annual basis. It was noted that the statement is made by the Board on behalf of the Association and had been presented to the Audit and Risk Committee prior to presentation to the Board.



[REDACTED]

Mr New noted he was impressed with the effort which had gone into the report and asked with what frequency the improvement plan was reviewed. Mrs MacLean advised this had been incorporated into the corporate calendar so will be kept in focus. Mr Strang noted that the review of the Health & Safety Policy was included in this.

Ms Petrie noted that the Board is encouraged to take a more active role in the process and asked if newer members could receive training. Mrs MacLean advised that the Scottish Housing Regulator had published lessons learned from the first years of the AAS in July 2022 and seeks for Boards to have greater interest in the AAS. Milestones are being built into the Board's workplan. Mr Strang asked that a specific session for the Board is organised to go through the paper and the toolkit and the board workplan. Mrs. Boyle will canvas members as to details, in addition it was noted that Mrs Boyle is preparing an induction programme for new members.

The Board thereafter APPROVED the Annual Assurance Statement and AUTHORISED the Chair to sign the document and transmit to the Scottish Housing Regulator.

3. **Reorganisation**

Mrs MacLean advised that a new structure is proposed following the Big Conversation and seeks to streamline the business, while costing slightly more than at present, there will be three additional staff posts.

[REDACTED]

[REDACTED]

[REDACTED]

The Board thereafter NOTED the report.

4. **Any Other Business**

Mrs MacLean advised that she was meeting with the Regulator on Friday 21 October in respect of the customer satisfaction engagement plan and would seek to close the notifiable event in response to the malware attack and data breach. This will be reported back but no adverse response is anticipated.

A discussion took place on attendance at the Chartered Institute of Housing awards dinner.

5. **Date of Next Meeting**

5.30 p.m. on Wednesday 30 November 2022 at 44-46 Bank Street, Irvine, KA12 0AL.

D MacLean
Secretary
20 October 2022
DMcL/gc

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