

## Board Minutes

Name of Meeting	Board of Management	Date of Meeting	23 May 2011
Venue of Meeting	Scott Street, Motherwell	Time of Meeting	5.15 pm

### 1. Sederunt

B Dickie, G Dobbie, T Campbell, C Boyd, J Dunlop, H Layden, V Shield

*The Chairman welcomed Linda Scott as an observer with a view to becoming a co-opted board member.*

#### In Attendance

T Barclay, N Owens, S MacKenzie, S MacDonald, J Turnbull, C Sanderson (minutes)

### 2. Apologies

2.1 J Bowie, J McBride, Cllr Lunny, J Gormley,

### 3. Declaration of Interest

3.1 None

### 4. Minutes of Previous Meeting

4.1 The Board approved the minutes of the meeting held on 14 March 2011, on a proposal by C Boyd, seconded by T Campbell.

### 5. Matters Arising

5.1 None

### 6. Committee Reports

#### 6.1 Operations Committee

6.1.1 The Board noted the minutes of the Operations Committee meeting of 7 February 2011.

## 6.2 Investment Committee

6.2.1 The Board noted the minutes of the Investment Committee meeting of 17 January 2011.

## 7. **Business Plan 2011-2041**

7.1 S MacDonald gave a detailed presentation to outline the Business Plan for 2011-2041 which outlines the financial projections of the Clyde Valley Group, incorporating Clyde Valley Housing Association and Clyde Valley Property Services.

7.3 It was advised that the Business Plan ensures the activities planned by the Group in the Corporate Plan are affordable and sustainable by projecting resources required to deliver these activities.

7.4 Areas covered within the presentation were:

- Contextual Overview
- Strategy Framework
- The Business Planning Journey
- Aims of Business Plan 2011
- Key Fiscal Considerations
- Financial Activities
- Operational Activities

7.5 Following Shirley's presentation, there was some detailed discussions around the impact of the proposed Welfare Reform changes, the options available to the Group when it exhausts its £80m loan facility and also questions around how the Association proposes to balance rent rises against inflationary increases. Following consideration and debate the Business Plan 2011-2041 was approved on proposal by C Cumming, seconded by J Dunlop.

## 8. **Annual Efficiency Plan 2011/12 & Annual Efficiency Statement 2010/11**

8.1 The above report was outlined to the Board in order to detail the Clyde Valley Group's Annual Efficiency Plan and Statement. It was noted that the Group is committed to establishing an Annual Efficiency Plan as part of the budgetary development process, with the aim of the Plan to outline identified savings and efficiencies both in terms of monetary savings and more efficient working practices.

8.2 It was advised that the 2 key elements for efficiency planning are the Annual Efficiency Plan (AEP) for the year ahead which details areas where savings can be made and the Annual Efficiency Statement (AES) which looks at the previous year and shows the actual savings made. Both the AEP and AES were included for review.

8.3 N Owens highlighted some of the areas where we plan to make savings in the year 2011/12 such as the introduction of PDA devices to all Technical Inspectors, the implementation of an Asset Management Module into our current IBS system and remodeling of various finance processes. It was confirmed the Group was committed to ensuring all staff would be fully trained in any new processes or equipment that may be introduced to.

8.4 The Board approved the Annual Efficiency Plan 2011/12 and the Annual Efficiency Statement 2010/11 on a proposal by G Dobbie, seconded by H Layden.

## **9.0 Regulatory Statement**

- 9.1 T Barclay explained the background of the Regulatory Statement which is produced by the Scottish Housing Regulator (SHR) as a measure of the level of engagement the SHR will have with RSLs.
- 9.2 In April 2011, this years plans were published and CVHA have again been assessed as a *Medium Engagement* RSL and the full statement was included for review.
- 9.3 It was advised that Medium is a common standing for developing RSLs and the SHR confirm they have gained assurances from CVHA through constructive meetings and discussions and will continue to engage as necessary throughout the year as the business continues to develop.
- 9.4 T Barclay informed the Board that a meeting would be taking place with Janet Dickie (SHR Inspector) and the Leadership Team to discuss the Business Plan, Risk Register, Internal Controls and other self regulatory processes we currently have in place.
- 9.5 The Board noted the contents of the report.

## **10. Scottish Government Consultation Documents**

- 10.1 S. MacKenzie introduced the above report which detailed a number of Scottish Government Consultation documents. The first being the "Homes Fit For the 21<sup>st</sup> Century" report which details the Government's strategy and proposed action for housing in the next decade.
- 10.2 It was advised that the report specifically seeks to explore innovative ways of working within the current adverse economic climate, where there is a clear financial imperative to "do more for less" from the limited available investment in housing.
- 10.3 Also included were the Scottish Governments report entitled "Building a Sustainable Future" which looks a challenges and opportunities regarding regeneration and the Boards response to the Scottish Social Housing Charter discussion paper which will aim to set standard that all social landlords should achieve for their customers.
- 10.4 The Board noted the contents of these reports.

## **11 Standing Items**

### **11.1 Membership Applications**

- 11.1.1 No applications have been received.

### **11.2 Section 66 Consent and Disposals**

- 11.2.1 Approval was sought from the Board for 3 Right to Buy applications. Proposed by T Campbell, seconded by H Layden.

### 11.3 Repossessions Update

11.3.1 The above reports were outlined to the Board to consider the repossession of properties summarised in Appendix 2, subject to decree being granted by the court. The Board approved this action on a proposal by C Boyd, seconded by J Dunlop.

*With no further business the meeting closed and the Chair thanked Members for their contribution.*