

**Minute of North of Scotland Regional Network 1**  
**Meeting held in AB1 Building, 48 Huntly Street, Aberdeen**  
**on Friday, 15<sup>th</sup> March 2019 at 11.00 a.m.**

**Present:**

Bill Chapman	Chair	<b>BC</b>
Cameron Grant	Vice Chair	<b>CG</b>
Leonora Montgomery	Secretary/Treasurer	<b>LHM</b>
Steve Byrne	Committee Member	<b>SB</b>
Colin Stewart	Committee Member	<b>CS</b>
Alasdair Mackenzie	Committee Member	<b>AM</b>
Gerald Low	Committee Member	<b>GL</b>
Ruth Fraser	Committee Member	<b>RF</b>

**In attendance:**

Lesley Baird	CEO, TPAS	<b>LB</b>

**Apologies:/Absent:**

Derek Wilkie	Committee Member	<b>Apologies</b>
Alexander Gardner	Co-opted Member	<b>Apologies</b>
Julie Wardrop	Co-opted Member	<b>Absent</b>

<b>Item</b>		<b>Action</b>
<b>1.</b>	<b><u>Welcome and Apologies</u></b>  BC welcomed all to the Meeting and Apologies were given as stated.	<b>BC</b>
<b>2.</b>	<b><u>Training</u></b> LB gave the background on what led to today – TIS and TPAS were allocated Scottish Government funding to consult with all the Networks to obtain Training needs and this is the first part of the programme for all the Regions, and the second part will be with all Regions together. This first part was on - <ul style="list-style-type: none"> <li>• Roles and Responsibilities.</li> <li>• Knowledge and Skills.</li> <li>• Working effectively as a Committee.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Communication.</li> <li>• Working effectively with other Networks.</li> <li>• Influencing National Housing Policy and implementation.</li> </ul> <p>Ended with a 'fun' session on 'Team Working'!</p> <p>BC thanked LB for her presentation and we look forward to hearing when and where the second part will take place. LB suggested that this might be in May but consensus was that this should perhaps be after all the AGM's have taken place. LB to take this suggestion back.</p>	<p><b>LB</b></p> <p><b>BC/LB</b></p>																																																																
<p><b>3.</b></p>	<p><b><u>Minute of Meeting held on 15<sup>th</sup> January 2019 and Matters Arising</u></b></p> <p>This was proposed by CS and seconded by SB as an accurate record of the Meeting.</p> <p><b><u>Matters Arising –</u></b></p> <p><b>Item 5 – Veterans Short Life Working Group</b> – CG attended this to review the Veterans Charter. The presenters kept stating 32 Local Authorities and it was pointed out that there were also 196 RSL's and advised them to contact the SHR regarding this. Varying definitions of what 'Veteran' meant so suggestion was made to have a 'Tick Box' asking if they had ever served which would be simpler and they also agreed and completed the Consultation Response on behalf of all the Regions. The full Report is due out in 2020.</p> <p><b>Item 5 – Intergenerational and Co-Living Group</b> – CS advised that the first Meeting of this will take place next week.</p>	<p><b>CG</b></p> <p><b>CS</b></p>																																																																
<p><b>4.</b></p>	<p><b><u>Treasurer's Report</u></b></p> <p>LHM advised the following -</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">January 2019 - Bank Account Opening Balance</td> <td style="width: 10%; text-align: right;">£</td> <td style="width: 10%; text-align: right;">738.15</td> <td style="width: 10%; text-align: right;">Cr</td> </tr> <tr> <td style="padding-left: 20px;">Deposits for the Month</td> <td></td> <td style="text-align: right;">£ 1,500.00</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Less Expenditure for the Month</td> <td></td> <td style="text-align: right;">£ 1,356.70</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Leaving a Balance of</td> <td></td> <td style="text-align: right;">£ 881.45</td> <td style="text-align: right;">Cr</td> </tr> <tr> <td style="padding-left: 20px;">Petty Cash Opening Balance</td> <td></td> <td style="text-align: right;">£ 30.92</td> <td style="text-align: right;">Cr</td> </tr> <tr> <td style="padding-left: 20px;">Deposits for the Month</td> <td></td> <td style="text-align: right;">£ 50.20</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Less Expenditure for the Month</td> <td></td> <td style="text-align: right;">£ 68.31</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Leaving a Balance of</td> <td></td> <td style="text-align: right;">£ 12.81</td> <td style="text-align: right;">Cr</td> </tr> <tr> <td>February 2019 - Bank Account Opening Balance</td> <td></td> <td style="text-align: right;">£ 881.45</td> <td style="text-align: right;">Cr</td> </tr> <tr> <td style="padding-left: 20px;">Deposits for the Month</td> <td></td> <td style="text-align: right;">£ 0.00</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Less Expenditure for the Month</td> <td></td> <td style="text-align: right;">£ 512.36</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Leaving a Balance of</td> <td></td> <td style="text-align: right;">£ 369.09</td> <td style="text-align: right;">Cr</td> </tr> <tr> <td style="padding-left: 20px;">Petty Cash Opening Balance</td> <td></td> <td style="text-align: right;">£ 12.81</td> <td style="text-align: right;">Cr</td> </tr> <tr> <td style="padding-left: 20px;">Deposits for the Month</td> <td></td> <td style="text-align: right;">£ 0.00</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Less Expenditure for the Month</td> <td></td> <td style="text-align: right;">£ 0.00</td> <td></td> </tr> <tr> <td style="padding-left: 20px;">Leaving a Balance of</td> <td></td> <td style="text-align: right;">£ 12.81</td> <td style="text-align: right;">Cr</td> </tr> </table> <p><b>• New Bank Account Update</b> – This has now been finalised and LHM advised that the change over will take place after the year end in April.</p>	January 2019 - Bank Account Opening Balance	£	738.15	Cr	Deposits for the Month		£ 1,500.00		Less Expenditure for the Month		£ 1,356.70		Leaving a Balance of		£ 881.45	Cr	Petty Cash Opening Balance		£ 30.92	Cr	Deposits for the Month		£ 50.20		Less Expenditure for the Month		£ 68.31		Leaving a Balance of		£ 12.81	Cr	February 2019 - Bank Account Opening Balance		£ 881.45	Cr	Deposits for the Month		£ 0.00		Less Expenditure for the Month		£ 512.36		Leaving a Balance of		£ 369.09	Cr	Petty Cash Opening Balance		£ 12.81	Cr	Deposits for the Month		£ 0.00		Less Expenditure for the Month		£ 0.00		Leaving a Balance of		£ 12.81	Cr	<p><b>LHM</b></p> <p><b>LHM</b></p>
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5.	<p><b><u>Business Matters</u></b></p> <ul style="list-style-type: none"> <li>• <b>SHR Liaison Group Meeting on 12/3/19 Update</b> – CG advised that he had attended with BC and LHM and majority of Meeting was going through the ‘highlights’ of their Framework – Assurance Statements; Thematics; ARC Changes; Removal of Consents; Risk Assessment Process; Scrutiny Plan and Engagement Plan for all Landlords (which includes Local Authorities) and the Brexit letter they had sent to all RSL’s. They will also be updating their Tenant Participation Strategy during the next financial year.</li> <li>• <b>Chairs and Secretaries Meeting Observers on 9/4/19</b> – Next on the list is AM (who was snowbound for the January one) and RF.</li> <li>• <b>Newsletter Update</b> – SB provided rough draft for amendment by Group and photos were taken. It was suggested that this be completed for launching at our AGM in May.</li> <li>• <b>Domestic Abuse Consultation Response by 29/3/19 and Homelessness Consultation Response by 25/4/19</b> – LHM requested that comments for these should be forwarded to her seven (7) days before due date – at the very latest.</li> <li>• <b>Minister’s Meeting on 19/4/19</b> – BC read out the 6 agreed Questions on Rent Consultation; SHR involvement with Audit Scotland; Use of HRA Funds; Medical Adaptations Funding; Assurance Statements and Follow Up Event from Beyond Housing 2021.</li> </ul>	<p><b>CG</b></p> <p><b>LHM</b></p> <p><b>SB</b></p> <p><b>ALL/LHM</b></p> <p><b>BC</b></p>
6.	<p><b><u>A.O.C.B.</u></b></p> <ul style="list-style-type: none"> <li>• <b>AGM</b> - BC advised that LHM had sent an invite to the Minister, Kevin Stewart MSP to be our Keynote Speaker and was still awaiting a reply. With so much going on around housing, it was suggested to him that he might want to choose the subject matter himself but BC will liaise with him nearer the time.</li> <li>• <b>Scottish Government’s ‘Next Steps’ Pilot</b> – CG advised that his Housing Association is one of the ones chosen for this and they had their first session yesterday. 8 steps were discussed, some right ‘out of the box’ on how to get Tenants and Residents involved. RF also stated that Aberdeenshire Council were also involved in this and they had also had their first session with ‘mixed’ results. We await to hear further updates with the progress on this.</li> </ul>	<p><b>BC</b></p> <p><b>CG/RF</b></p>
7.	<p><b>Date, Time and Venue of Next Meeting – AGM on Saturday, 11<sup>th</sup> May 2019 at 11.00 a.m. in Woodhill House, Aberdeen.</b></p>	<p><b>ALL</b></p>