

## **SCOTTISH HOUSING REGULATOR BOARD**

### **MINUTE OF THE BOARD MEETING 2 October 2018**

#### **Present**

George Walker (GW)	SHR Chair (items 1 – 6)
Anne Jarvie (AJ)	SHR Deputy Chair (items 1 – 6)
Lisa Peebles (LP)	SHR Board member (items 1 – 6)
Simon Little (SL)	SHR Board member (items 1 - 6)
Bob Gil (BG)	SHR Board member (items 1 & 2)
Andrew Watson (AW)	SHR Board member (items 1 – 6)
Siobhan White (SW)	SHR Board member (items 1, 2 & - part of item 3)
Mike Dailly (MD)	SHR Board member (items 1 – 6)
Michael Cameron (MC)	Chief Executive (items 1- 6)
Ian Brennan (IB)	Director of Regulation (items 1 – 6)
Iain Muirhead (IM)	Director of Digital & Business Support (items 1 – 6)
Roisin Harris (RH)	Corporate Governance Manager (items 1-6)
Susan Campbell (SC)	Head of Planning & Performance (items 1 & 2)
Kathleen McInulty (KM)	Assistant Director of Regulation (item 3)

#### **1. Apologies and declaration of interest**

GW welcomed all present. There were no apologies.

AW reported he had attended Berwickshire Housing Association AGM. He also declared that the finance firm that he provides consultancy services to QMPF has been commissioned by the Wheatley Group. He confirmed that he was not involved in tendering and will not be involved in delivering this commission.

The Board noted AW's declarations.

#### **2. Regulatory Framework Review consultation package**

MC presented the Regulatory Framework review consultation package. He highlighted the extensive stakeholder engagement that has helped to shape and inform the draft framework and associated guidance and explained the consultation package format.

The Board considered the consultation companion piece. It approved:

- the introductory message from the Board subject to minor corrections;
- how participants could provide feedback, noting plans for independent analysis during December and early January and that the length of the consultation period has been trailed with stakeholders; and
- a section providing an overview of responses to SHR's discussion paper.

The Board considered the new draft Framework proposals. It discussed if the Framework sets out clearly enough the difference between how local authorities and RSL are regulated and why. It also reflected on feedback from stakeholders around this. The Board asked MC and SC to present and emphasize the differences in the companion piece and in the draft Framework.

The Board agreed it was comfortable with the overall design concept for the consultation package.

The Board considered the Regulatory Framework. It discussed the introduction and agreed to flag the local authority and RSL difference here as well.

MC reported feedback from the landlord-working group in relation the new equalities requirement proposal on data collection. He explained that some members of the group raised concerns about data collection and willingness of customers to provide it. It also had discussed the potential to source data from other sources. MC confirmed the feedback was presented in a constructive way at a meeting, which was positive overall.

The Board discussed the proposals and agreed it was important to gather a full spectrum of views through the consultation. It noted this is an area that will be more challenging for landlords. It agreed to reflect this in the companion piece and that it could be a useful area for the toolkit and thematic work to address.

MC set out other minor and drafting changes to the Regulatory Framework since the Board last considered it on 27 August 2018. The Board approved these changes. It noted that a version showing the changes highlighted would also be available online. The Board also asked SC to check some specific terminology for legal accuracy.

The Board considered the associated statutory guidance. It noted that SHR is proposing that landlords should assess their compliance and the materiality of any non-compliance. It noted that SHR will use the annual assurance statements alongside all other data and knowledge it holds to form a regulatory status for landlords. It noted that the working groups have not seen the detailed guidance revisions yet, but are aware of proposals. The Board also noted the timescales in relation to appeals remain unchanged.

The Board approved the full set of statutory guidance subject to some design work and minor corrections. It asked MC and SC to take account of its feedback as they finalize the consultation package for publication on 9 October 2018. The Board thanked the staff team and in particular, SC for all the work to form the full consultation package and engage stakeholders throughout the process. The Chair also thanked the Board for its input.

#### **Actions:**

- **MC & SC to present the difference between how Local Authorities and RSLs are regulated and why clearly and circulate these changes to the Board by email.**
- **MC and SC to take account of the Board's feedback as they finalize the consultation package for publication on 9 October 2018.**

### **3. Homelessness**

The Board held a workshop to consider SHR's work on homelessness.

### **4. AOB**

#### **Business Intelligence system – authentication software**

IM presented a paper seeking the Board's approval to purchase replacement software for SHR's business intelligence system that authenticates staff and landlord portal users.

The Board noted this will provide for three years of licences at approximately £33,000. It noted that this was provided for in the overall BI budget heading it previously approved and separate approval was required now as the cost is over £25,000.

The Board also noted that SL will continue as the BI liaison member and will seek to link with SHR's BI Manager.

The Board approved the proposal and associated costs.

### **5. Effectiveness of meeting and papers**

The Board welcomed the information provided by the homelessness workshop and agreed this has sparked thought and debate. It agreed that the plans for the workshop were ambitious alongside the other business for the day. It agreed to consider this when planning future workshops.

The Board agreed that temperature and ventilation in the Boardroom is very poor and asked IM to escalate it with the building managers. It noted the wider temperature control problems in the building.

### **6. DONM - 30 October 2018**