

## **FEDERATION EXECUTIVE COMMITTEE CORE BRIEF**

### **A BRIEF DESCRIPTION OF WHAT THE FED DOES**

The Federation is the national organisation of tenants, residents, leaseholders and service users (referred to as tenants) in Riverside. The Executive Committee is the body which represents all Riverside tenants at a national level. Members are selected by their Riverside Divisions to serve on the Executive for a three year term of office.

The Executive acts as Riverside's "critical friend" – independent but working in partnership with Riverside and strives to ensure tenants' views and concerns are properly heard and taken into account at all levels of the organisation, from neighbourhood shop to Riverside's Group board. It is part of the decision making process for Riverside and its tenants and residents on policy, service delivery and strategy.

### **DATE OF LAST MEETING.**

Thursday 15 September 2016

### **WHAT WAS DISCUSSED (list of agenda items)**

1. Welcome and Introductions
2. Apologies
3. Minutes of Previous Meeting held 23 June 2016
4. Matters Arising
5. Declaration of Interests
6. Update on Digital Strategy
7. Discussion on Resident Involvement & Tpas Standards
8. Recommendations from Federation Representation Working Group for 2017  
Federation and National Scrutiny Committee selection
9. Minutes from the National Scrutiny Committee meeting held 18 May 2016
10. Report from Group Board meeting 7 July 2016 and Annual Strategy Day 8  
September 2016
  - Group Board Headlines 9 June
  - Group Board Headlines 7 July 2016
11. Housing Services Committee Update 30 June 2016
  - HSC Highlights – Report to Group Board 7 July 2016

12. Recommendation from Federation officers on appointment of Tenant Shareholding Member of TRGL
13. Nomination of Tenant Observer on Group Board
14. Nomination of Neighbourhood Services Committee members
15. Provisional Meeting 2017 Dates
16. Completion of Core Brief
17. Any Other Business
18. Date and Time of Next Meeting - 3 November 2016 at 11.30am

## **WHAT WAS AGREED**

- Election of Federation Executive Committee Officers – Election took place and the following Federation members were appointed to serve until June 2017:
  - Chair – Walter Macfarlane
  - Vice Chair – Patrick Rice
  - Secretary – Richie Kelly
  - Treasurer – Sally Trueman
- Discussion on Resident Involvement & Tpas Standards – noted the 6 National Tenant Engagement Standards and agreed that the discussion document produced by the Representation Working Group (on the future of Co-regulation and Tenant Participation) covered similar principles.

Noted Carol Mathews presentation which highlighted the outcomes from Riverside's Corporate Plan 2014/17, what has been strengthened and what still needs progressing. Discussed the risks to Riverside including austerity and safeguarding and opportunities including building more homes and mergers.

Agreed that priorities for the new Corporate Plan (2017 to 2020) should include:

- Building new homes
- Improving the repairs service
- Developing the relationship and partnership between Riverside and its customers

- Recommendations from Federation Representation Working Group for 2017 Federation and National Scrutiny Committee selection – the following recommendations from the Representation Working Group were agreed:
  - To increase Federation membership to a maximum of 18 with at least 2 members selected from each Riverside region, from Scotland, from Riverside Home Ownership and from Riverside Care and Support. There will be a maximum of an additional 6 vacancies for members who are selected as national members (these members do not have to be representative of a region or sector).
  - The National Scrutiny Committee will comprise up to ten members with at least one member from each Riverside region, from Scotland, Riverside Home Ownership and Riverside Care and Support and where applicable from a scrutiny panel in these regions/sectors.
  - To establish a selection panel to appoint the new members of the Federation and National Scrutiny Committee following the assessment centres in May 2017.
  - To extend the current Federation term to June 2017
- Nomination of Neighbourhood Services Committee members – 17 applications were received for the 3 tenant/resident places on Riverside’s new Neighbourhood Services Committee. A transparent and fair selection and voting process was undertaken to select a shortlist of 5 candidates. The shortlist has been forwarded to Riverside’s Governance and Remuneration Committee (GRC) who will appoint 3 candidates to serve on the new committee.

## **WHAT ELSE THE FED IS WORKING ON AT THE MOMENT**

- Federation Representation Working Group will meet prior to the next Federation meeting in November to discuss the recruitment and selection process for new Federation, NSC and Tenant Inspectors and the criteria and arrangements for appointing the Selection Panel.
- Federation 2016 Annual Report to Tenants – the working group is currently being established and will meet week commencing 10 October. The group will meet 3 times to produce the report between October and late November/early December, then hold a wrap up meeting in April 2017 to discuss any feedback received on the report, distribution and budget etc. Video conferencing will be utilised so members do not have to travel to meeting.

- Federation members have been invited to Riverside's Stakeholder Conference and will staff an interactive stand on Resident Involvement to publicise outcomes and achievements.