



Rural Stirling
Housing Association

Agenda

Board of Management Meeting to be held on **Thursday, 11 August 2022 at 6.30pm**

The meeting will be hybrid, both in person at the Association's Boardroom, Stirling Road, Doune and conducted online using Zoom.

Joining instructions for Zoom will be issued separately.

Staff/Adviser(s) Attendance:		Donna Birrell (CEO) Craig Wood (DHPS) Jackie Leeds (HSM) <i>Ewan Macdonald, Macdonald Cameron (MC) Agenda Item 3 only (attending remotely)</i>		
Agenda Item	Subject	Author	Attached	Approval Required
1.	Welcome and Apologies	Chair	-	-
2.	Declarations of Interest	Chair	-	-
3.	Development Exception Report 3.1 Blamaha Project Profile (verbal update) 3.2 Killearn, Lampson Road 3.3 Croftamie 3.4 Tyndrum	MC MC MC MC	✓ ✓ ✓ ✓	For noting ✓ ✓ For noting
4.	Health and Safety 4.1 Moment 4.2 Incident 4.3 H&S Update 4.4 Landlord Facilities H&S Update	All CEO CEO DHPS	Verbal Verbal Verbal Verbal	For noting For noting For noting For noting
5.	Group Minutes 5.1 Board Minute of Board of Management Meeting: 16 June 2022 5.2 Audit & Risk Committee: Minute of the Audit and Risk Committee Meeting: 30 June 2022 5.3 Subsidiary: None 5.4 Working Groups: None	GCO GCO - -	✓ ✓ - -	✓ For noting - -
6.	Matters Arising Schedule	CEO	✓	✓
7.	Record of Electronic Approvals	-	-	-
8.	Rural Stirling Group Key Risks Quarterly Report 8.1 Quarterly Key Risk Review	CEO	✓	✓

9.	Strategy	-	-	-
10.	Performance & Policy			
	10.1 Q1 Performance Report (including Q4 and year to date)	CEO	✓	✓
	Appendix 1: ARC indicators and Universal Credit	DHPS	✓	✓
	Appendix 2: Planned Maintenance	DHPS	✓	✓
	Appendix 3: Development Programme Monitoring Report	DHPS	✓	✓
	Appendix 4: Strategic Delivery Plan Update	CEO	✓	✓
	10.2 Quarterly Complaints Report			
	Appendix 1: Quarter 1 2022/23 Report	CEO	✓	✓
	10.3 Draft Policies for review			
	Appendix 1 Group Access to Information Policy and EIA	DCEO/DFCS	✓	✓
	Appendix 2 Group Community Donations Fund Policy and EIA	CEO	✓	✓
	Appendix 3 Group Redundancy Policy and EIA	CEO	✓	✓
	Appendix 4 Group Settlement Agreements Policy and EIA	CEO	✓	✓
	Appendix 5 Group Fire Safety Policy	DHPS	✓	✓
	Appendix 6 Group Gas Safety Policy	DHPS	✓	✓
	Appendix 7 Group Electrical Safety Policy	DHPS	✓	✓
	<i>Project Profiles will be sent by email for information</i> <i>Policies have been previously circulated for electronic approval and are available on Decision Time</i> <i>FOI:ICO Quarterly Statistics return will be sent by email for information</i>			
11.	Finance			
	11.1 Confidential Annual Financial Statements, Audit Summary Report and Letter of Representation	DCEO/DFCS	✓	✓
	11.2 Annual Internal Financial Assurance Report	DCEO/DFCS	✓	✓
	11.3 Confidential Q1 Management Accounts	DECO/DFCS	✓	✓
	11.4 Bad Debt Write Off	DCEO/DFCS	✓	✓
	11.5 Shared Ownership Buy Back	HSM	✓	✓
12.	Operations			
	12.1 Annual Equality Data Collection and Monitoring Report	CEO	✓	For noting
	12.2 Annual EDH Strategy Action Plan Report	CEO	✓	✓
13.	Governance: Ethical Conduct and Notifiable Events			
	13.1 Confidential Notifiable Events: None	-	-	-
	13.2 Office Bearers' Decisions	CEO	✓	For noting
	13.3 Recommendations from A&R Committee	DCEO/DHPS	✓	✓
	13.4 Annual Governance Review			

	i) Review of Schedule of Delegation and Effectiveness	CEO	✓	✓
	ii) Annual Review of Operation of Subsidiary	CEO	✓	✓
	iii) Annual Review of Effectiveness of Governance and Control of Subsidiary	CEO	✓	✓
	iv) Annual Review of Register of Interests and Entitlements Payments and Benefits	CEO	✓	✓
<i>Outstanding Annual Governance Reviews will be circulated for electronic approval and made available on Decision Time</i>				
	13.5 AGM Administrative Arrangements and Notice to Members	CEO	✓	For noting
	13.6 Rule 68 Report from Secretary	CEO	✓	✓
	13.7 New Member Applications	CEO	✓	✓
	13.8 Review of RSHA Membership and Cancellations	CEO	✓	✓
	13.9 Group Meeting Schedule 2022/2023	CEO	✓	✓
	13.10 Confidential Annual Assurance Statement 2022 – First Draft	CEO	To follow	✓
14.	Chief Executive’s Report	CEO	✓	For noting
15.	Action Tracker	CEO	✓	✓
16.	Attendance at Conference/Seminar or Networking Events: Board Member Feedback	Board Member	Feedback to be given at meeting	For noting
17.	Any Other Competent Business			
18.	Review/Reflections of Meeting <ul style="list-style-type: none"> • Did we challenge constructively/effectively when necessary? • Did we make good decisions? • Did we have all the information we needed to make decisions? Please email your feedback to Mark Griffiths Chair, BoardGriffithsM@rsha.org.uk	Chair	Feedback to be given at the meeting	-
19.	Date of Next Meetings <ul style="list-style-type: none"> • Annual Stock Tour – tbc • Interim Board Strategy Away Day – Refer to CEO Report Agenda Item 14 • AGM, Thursday 15 September 2022 at 7pm, Callander Youth Project • Board meeting Thursday 15 September 2022 - immediately following the AGM • Employment, HR and People Management training session – 25 August 2022 6.30pm Zoom 			

N.B. If you have questions about any of the enclosed papers, please do not hesitate to contact the identified report author for clarification in advance of the meeting.