

Please attend for 6.15pm for Board/Staff Photographs

Agenda

Board of Management Meeting to be held on **Thursday, 15th August 2019** at **6.30pm** in the **Wallace Boardroom, Lomond Court, Castle Business Park, Stirling FK9 4TU**

(note that refreshments will be available from 6pm)

Staff/Adviser(s) Attendance:	Donna Birrell (CEO) Malcolm Lee (Asset Manager AM) Andrew Robinson (Housing Officer HO) Susan Mackay (Corporate Services Officer CSO) (Minute Taker) Lorna Shaw, Research Resource (LS) Freya Lees, North Star Consulting & Research (FL)
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Item		Author	Attached	Approval Required	Time
1.	Apologies				6.30pm
2.	Declarations of Interest				6.30pm
3.	Joint Tenant Satisfaction Survey Presentation from Research Resource	LS	Top line survey results previously circulated	✓	6.30pm
4.	Annual Board Appraisals Report and Board Training and Development Plan (Confidential) Presentation from North Star Consulting & Research	FL	✓	✓	6.50pm
5.	Health and Safety No Report				7.10pm
6.	Group Minutes Board 6.1 Minute of Board Meeting – 20 th June 2019 6.2 Confidential Minute of Board Meeting – 20 th June 2019 Audit & Risk 6.3 Minute of Audit & Risk Committee Meeting – 1 st August 2019	CEO CEO CEO	✓ ✓ ✓	✓ ✓	7.10pm

	6.4 Confidential Minute of Audit & Risk Committee Meeting – 1 st August 2019	CEO	✓		
	Investment Committee 6.5 Minute of Investment Committee Meeting – 27 th June 2019	CEO	✓		
	6.6 Confidential Minute of Investment Committee Meeting – 27 th June 2019	CEO	✓		
	Subsidiary None				
	Working Groups Governance 6.7 Action Note of Meeting – 23 rd May 2019 6.8 Action Note of Meeting – 1 st July 2019	CEO CEO	✓ ✓		
	Customer Engagement, Participation and Scrutiny No Action Note				
7.	Matters Arising Schedule	CEO	✓	✓	7.15pm
8.	Chief Executive’s Report	CEO	✓	✓	7.20pm
9.	Risk Key Risks - Annual Business Plan Appendix 1 Key Risks	CEO	✓	✓	7.25pm
10.	Strategy No report	-	-	-	-
11.	Performance and Policy 11.1 i. Q1 Performance Report ii. Q1 Planned Maintenance Expenditure & Progress iii. Q1 Development Programme Monitoring Report iv. Q1 Delivery Plan Update 11.2 Policies recommended for adoption by Audit & Risk Committee: i. Redundancy Policy ii. Settlement Agreements Policy iii. Internal Audit Policy	CEO/SMT AM CEO CEO/SMT CEO CEO CEO	✓ ✓ ✓ ✓ Previously circulated	✓ ✓ ✓ ✓ ✓ ✓ ✓	7.30pm 7.40pm
COMFORT BREAK (5 minutes)					
12.	Finance				
	12.1 Annual Financial Statements to 31 March 2019	DCEO	✓	✓	7.50pm
	12.2 Management Accounts for Quarter1 of 2019/20	DCEO	To be tabled	✓	8.00pm
13.	Governance				
	13.1 Ethical Conduct and Notifiable Events	-	-	-	-
	13.2 (i) Office Bearers’ Decisions - LLI Balkerach Street, Doune	CEO	✓		8.10pm
	(ii) Feedback from consultation exercise with Doune applicants.	HO	Verbal Update		
	13.3 SHR Annual Assurance Statement – Progress Report and TIAA Internal Audit Report	CEO	TIAA Audit Report to Follow	✓	8.10pm

	13.4 Annual Report on Entitlements, Payments and Benefits Recorded in the Register	CSO	✓	✓	8.15pm
	13.5 Annual Report & AGM Arrangements	CEO/CSO	✓	✓	8.20pm
	13.6 Review of RSHA Membership & Cancellations	CSO	✓	✓	8.25pm
	13.7 Recommendations from Committees (i) A&R Review of Code of Conduct Following Breach (Confidential) (ii) Investment None	Chair	✓	✓	8.30pm
	13.8 New Member Applications	CSO	✓	✓	8.40pm
	13.9 Group Meeting Schedule 2019/20	CEO	To Follow	✓	8.45pm
14.	Operations No report	-	-	-	-
15.	Action Tracker	CEO	✓	✓	8.50pm
16.	Any Other Competent Business				8.50pm
17.	Review/Reflections of Meeting <ul style="list-style-type: none"> • Did we challenge constructively/ effectively? • Did we make good decisions? • Did we have all the information we needed to make decisions? 	Chair			8.55pm
	Date of Next Meetings				9.00pm
18.	<ul style="list-style-type: none"> • Board Strategy Day – Thursday 29th August from 12 noon Roman Camp Hotel, Callander • Venachar Board Meeting – Monday 2nd September • Board Training – 5th September FOI TBC • Special meeting of Audit & Risk Committee 12th September (all Board members welcome to attend) • AGM – Thursday 19th September • Board – Thursday 3rd October 				

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.