



Agenda

Board of Management Meeting to be held on **Thursday, 26th November 2020 at 6.00pm**

Please note the earlier start to the meeting to accommodate the presentation from Stephen Clark, Chief Officer - Housing, Stirling Council.

The meeting will be held online using Zoom. Joining instructions for Zoom will be issued separately.

Staff/Adviser(s) Attendance:	<p>Donna Birrell (CEO) Kirsty Brown (DCEO/FCSM) Fiona Maguire (ADM) Susan Mackay (CSO) (Minute Taker)</p> <p>Stephen Clark, Chief Officer – Housing, Stirling Council (SC) Item 3 only Ewan MacDonald, Gregor Cameron Consultants (EM) Item 4</p>
-------------------------------------	---

Agenda Item	Subject	Author	Attached	Approval Required
1.	Apologies			
2.	Declarations of Interest			
3.	<p>Presentation:</p> <p>Stephen Clark, Chief Officer – Housing, Stirling Council</p>	-	-	-
4.	<p>Development Exception Reports</p> <p>4.1 Balmaha</p> <p>4.2 Lampson Road</p> <p><i>Please note that Gregor Cameron Consultants will be in attendance for this item.</i></p>	<p>ADM</p> <p>ADM</p>	<p>✓</p> <p>✓</p>	<p>✓</p> <p>For Information</p>
5.	<p>Health and Safety</p> <p>5.1 Health and Safety Update</p> <p>5.2 Landlord Facilities Health and Safety</p>	<p>Verbal</p> <p>Verbal</p>	<p>-</p> <p>-</p>	<p>For information</p> <p>For information</p>

	5.3 Annual Review and adoption of Health and Safety Policies	CEO	Previously circulated	✓
6.	<p>Group Minutes Board</p> <p>6.1 Minute of Board of Management Meeting 8th October 2020</p> <p>6.2 Confidential Minute of Board of Management Meeting 8th October 2020</p> <p>Audit & Risk Committee</p> <p>6.3 Minute of Audit & Risk Committee Meeting 5th November 2020</p> <p>6.4 Confidential Minute of Audit & Risk Committee Meeting 5th November 2020</p> <p>Subsidiary None</p> <p>Working Groups: Customer Engagement, Participation and Scrutiny None</p> <p>Investment: None</p>	CEO CEO CEO CEO	✓ ✓ ✓ ✓	✓ ✓ For information For information
7.	Matters Arising Schedule	CEO	✓	✓
8.	Approval of Joint Vice Chair	Chair	✓	✓
9.	Record of Electronic Approvals	-	-	-
10.	<p>Group Key Risks</p> <p>Group Key Risk Review Appendix 1: Group Key Risk Register</p> <p><i>Please note that the Business Continuity update & SHR COVID 19 Information Return will follow by email for information during period of Coronavirus.</i></p>	CEO	✓	✓
11.	<p>Strategy</p> <p>Annual Procurement Report and Annual Procurement Strategy</p> <p><i>Please note the draft Customer Engagement, Participation and Scrutiny Strategy is deferred to February meeting</i></p>	ADM	✓	✓
12.	<p>Performance & Policy</p> <p>12.1 Quarterly Performance Report (Q2 July – September 2020)</p> <p>Appendix 1 including:</p> <ul style="list-style-type: none"> • ARC indicators 	SMT	✓	✓

	<ul style="list-style-type: none"> • Universal Credit • Complaints & Complaints Analysis <p>Appendix 2: Planned Maintenance</p> <p>Appendix 3: Development Programme Monitoring Report</p> <p><i>Please note Project Profiles will be emailed for information and made available on Decision Time.</i></p> <p>Appendix 4: Strategic Delivery Plan</p> <p><i>Please note that the Operational Delivery Plan will be reported by exception only.</i></p> <p>Appendix 5: Tenant Satisfaction Survey Action Plan Update</p>	ADM	✓	✓
		ADM	✓	✓
		CEO	✓	✓
		-	-	-
		HSM/ADM	✓	For Information
	12.2 FOI Quarterly Statistics <i>Please note a copy of the return will be emailed for information</i>	-	-	-
13.	<p>Finance</p> <p>13.1 Confidential Q2 Management Accounts</p> <p>13.2 Confidential 1st Draft Budget and 30 Year Financial Projections</p> <p>13.3 Annual Rent Review and Consultation</p>	DCEO/FCSM	✓	✓
		DCEO/FCSM	✓	✓
		DCEO/FCSM /HSM	✓	✓
14.	<p>Governance</p> <p>Ethical Conduct and Notifiable Events/Annual Assurance Status</p> <p>14.1 Notifiable Events</p>	CEO	✓	For noting
	14.2 Office Bearers' Decisions: None	-	-	-
	14.3 Confidential Board Member Leave of Absence	CEO	✓	✓
	14.4 Recommendations from Committee:			
	14.4.1 Confidential Annual Assurance Statement 2020	CEO	Previously circulated	✓
	14.4.2 Confidential HR Report	CEO	✓	✓
	14.4.3 Draft Policies			
	Appendix 1: Policy for the Sustainable Procurement of Goods, Services and Works (<i>incl. 2 appendices</i>)	SMT	Previously circulated	✓
	Appendix 2: Security Policy			
	Appendix 3: Ventilation & Fresh Air Policy			

	Appendix 4: Waste Management Policy Appendix 5: Unacceptable Actions Policy and EIA Appendix 6: Safeguarding Policy and EIA Appendix 7: Company Credit Card Policy 2020 Appendix 8: Remote Working Policy Appendix 9: Social Media Policy			
	14.5 Confidential RSG Learning and Development Plan 2020/21	CEO	✓	✓
	14.6 Annual Group Strategy Session	CEO	✓	✓
	14.7 New Member Applications	CSO	✓	✓
15.	Operations: No Report	-	-	-
16.	Chief Executive's Report	CEO	✓	For information
17.	Action Tracker	CEO	✓	✓
18.	Attendance at Conference/Seminar or Networking Events: Board Member Feedback	Board Members	Feedback to be given at the meeting	For information
19.	Any Other Competent Business			
20.	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	Chair	Feedback to be given at the meeting	For noting
	Date of Next Meetings			
21.	<ul style="list-style-type: none"> • Group Training Session: Governance Thursday 10th December 6.30pm • Group Briefing Session: Equality & Diversity TBC • Joint Training Session: Effective Questioning, Scrutiny and Challenge TBC • Board Thursday 4th February at 6.30pm 			

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.