



Rural Stirling
Housing Association

Agenda

Board of Management Meeting to be held on **Thursday, 25 November 2021** at **6pm**

Please note that the meeting will be conducted online using Zoom.

Joining instructions for Zoom will be issued separately.

Staff/Adviser(s) Attendance:		Donna Birrell (CEO) Kirsty Brown (DCEO/DFCS) Craig Wood (DHPS) Jackie Leeds (HSM) Hilary Tennant (GCO) (Minutes) Eamonn Connolly, EVH Presentation only Ewan MacDonald, MacDonald Cameron (Balmaha Exception Report Item 3 only)		
Agenda Item	Subject	Author	Attached	Approval Required
6pm	Eamonn Connolly, EVH Presentation – Board only			
1.	Welcome and Apologies	Chair	-	-
2.	Declarations of Interest and Code of Conduct Annual Update Appendices 1 and 2	GCO	✓	✓
3.	Development Exception Report Balmaha	MC	✓	✓
4.	Health and Safety 4.1 Board Member Group H&S Policy sign-off HSCM 4.2 Board Member Group Landlord Facilities H&S Policy sign-off LSM 4.3 Moment 4.4 Incident 4.5 H&S Update 4.6 Landlord Facilities H&S Update	CSO DHPS All CEO DCEO/DFCS DHPS	✓ ✓ Verbal Verbal Verbal Verbal	✓ ✓ For noting For noting For noting For noting
5.	Group Minutes Board 5.1 Minute of Board of Management Meeting 7 October 2021	GCO GCO	✓ ✓	✓ ✓

	<p>5.2 Confidential Minute of Board of Management Meeting 7 October 2021</p> <p>Audit & Risk Committee 5.3 Minute of the Audit and Risk Committee meeting, 4 November 2021 5.4 Confidential Minute of the Audit and Risk Committee meeting, 4 November 2021</p> <p>Subsidiary None Working Groups: 5.5 Action Note of IWG meeting, 26 October 2021</p>	GCO	✓	For noting
		GCO	✓	For noting
		DHPS	✓	For noting
6.	Matters Arising Schedule	CEO	✓	✓
7.	Record of Electronic Approvals - none	-	--	-
8.	Group Key Risks Quarterly Key Risk Review Appendix 1: Group Key Risk Register	CEO	✓	✓
9.	Strategy 9.1 Asset Management Strategy 2021/22 to 2023/24 9.2 RSG Strategic Plan 2020-2023 Review: Timeline and Key Dates	DHPS CEO	✓ ✓	✓ ✓
10.	Performance & Policy			
	<p>10.1 Q2 Performance Report (including update on revised peer group information) Appendix 1: ARC indicators and Universal Credit Appendix 2: Planned Maintenance Appendix 3: Development Programme Monitoring Report</p> <p><i>Please note Project Profiles will follow by email.</i></p> <p>Appendix 4: Strategic Delivery Plan Appendix 5: TSS Action Plan</p> <p>10.2 Q2 Complaints Report Appendix 1: Quarter 2 2021/22 Report</p> <p><i>Please note SHR Quarterly COVID 19 Return and Freedom of Information (FOI) Quarterly Statistics Return to the Information Commissioner (ICO) will follow by email.</i></p> <p>10.3 Draft Policies for review Appendix 1 LSM Asbestos in Tenancies Appendix 2 LSM Electrical Safety Policy Appendix 3 LSM Fire Safety Policy Appendix 4 LSM Gas Safety Policy Appendix 5 LSM Construction Design Management (CDM) Policy</p>	SMT	✓	✓
		CSO	✓	✓
		DHPS	✓	✓
		DHPS	✓	✓
		DHPS	✓	✓
		DHPS	✓	✓
		DHPS	✓	✓

	<i>Policies previously circulated and available on Decision Time</i>			
	Please note that due to the number of new or updated HR Policies included in the Employee Handbook and requiring approval, these will be issued for Electronic Approval and are to follow.			
11.	Finance 11.1 Financial Forecasts 2021/22 – mid-year Review 11.2 Confidential First Draft Budget 2022/23 ad 30 Year Financial Projections 11.3 Annual Rent Review and Consultation 11.4 Update on Private Finance 11.5 Update on LIBOR Transition 11.6 Confidential Q2 Management Accounts	DCEO/ DFCS DCEO/ DFCS HSM DCEO/ DFCS DCEO/ DFCS DCEO/ DFCS	✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ For information ✓ ✓
12.	Operations 12.1 Heating Replacement Options (EESH2) 12.2 Tender Approvals	DHPS DHPS	✓ To follow	✓ ✓
13.	Governance: Ethical Conduct and Notifiable Events 13.1 Notifiable Events – Confidential HR Report 13.2 Confidential Office Bearers’ Decisions 13.3 Recommendations from A&R Committee 13.4 New Member Applications: None 13.5 Cancellation of Share/membership	DHPS DHPS CEO - GCO	✓ ✓ ✓ - ✓	For information For information ✓ - ✓
14.	Chief Executive’s Report	CEO	✓	For information
15.	Action Tracker	CEO	✓	✓
16.	Attendance at Conference/Seminar or Networking Events: Board Member Feedback	Board Member	Feedback to be given at the meeting	For information
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"> • Thursday 9 December 2021, 6.30pm - Group Training Session: Health & Safety Awareness for Governing Body members by Housing Health & Safety Compliance Online • Thursday 10 February 2022, 6:30pm – Board meeting Hybrid • Governance training session – tbc • Finance and Treasury Management and Business Planning, February 2022, - tbc • Risk Management, Decision Time module Refresher training – tbc • Thursday 17 March 2022, 6:30pm – Board meeting, Hybrid 				

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.