



**Rural Stirling**  
Housing Association

# Agenda

Board of Management Meeting to be held on **Thursday, 9 February 2023 at 6.30 p.m.**

***The meeting will be conducted online using Zoom.***

Joining instructions for Zoom will be issued as part of the Board Pack via Decision Time.

<b>Staff/Adviser(s) Attendance:</b>		Donna Birrell (CEO) Craig Wood (DHPS) Jackie Leeds (HSM) Sandra McPhee (GCO) Minutes  <ul style="list-style-type: none"> <li><b><i>Ewan Macdonald, Macdonald Cameron (MC) will present on Agenda Item 3 only.</i></b></li> </ul>		
Agenda Item	Subject	Author	Attached	Approval Required
1.	<b>Welcome and Apologies</b>	Chair	-	-
2.	<b>Declarations of Interest</b>	Chair	-	-
3.	<b>Development Exception Reports</b>			
3.1	Balmaha/Killlearn/Croftamie funding applications	MC	✓	For Noting
4.	<b>Health and Safety</b>			
4.1	Moment	CEO	Verbal	For Noting
4.2	Incident	DHPS	Verbal	For Noting
4.3	H&S Update	CEO	Verbal	For Noting
4.4	Landlord Facilities H&S Update	DHPS	Verbal	For Noting
5.	<b>Group Minutes</b>			
5.1	Minutes of Board meeting held on 8 December 2022	GCO	✓	✓
5.2	Audit & Risk Committee - none	-	-	-
5.3	Subsidiary: No meeting	-	-	-
5.4	Working Groups: None	-	-	-
6.	<b>Matters Arising Schedule</b>	CEO	✓	✓
7.	<b>Rural Stirling Group Key Risks</b>			
7.1	Quarterly Key Risks Report	-	-	-
8.	<b>Strategy</b>			
8.1	Group Strategic Plan: First Draft	CEO	✓	✓
8.2	<b>Confidential</b> - RSHA Business Plan 2023-24 – First Draft	CEO	✓	✓
8.3	<b>Confidential</b> - Venachar Business Plan and Budget 2023-24 – First Draft	CEO	✓	✓
9.	<b>Performance &amp; Policy</b>			

9.1	<b>Policies for Approval</b> Appendix 1 – Adaptations Policy and EIA Appendix 2 – Asset Management Policy Statement Appendix 3 – Credit Card Policy Appendix 4 – Damp and Mould Policy and EIA	DHPS DHPS CSO DHPS	✓ ✓ ✓ ✓	✓ ✓ ✓ ✓
	<ul style="list-style-type: none"> <li><b>Policies were issued to Board on Decision Time on Thursday 26 January to be confirmed</b></li> </ul>			
10.	<b>Finance</b>			
10.1	Annual Rent Review and Consultation Outcome and Decision	HSM	✓	✓
10.2	Internal Audit Tender	CEO	✓	✓
11.	<b>Operations</b>			
11.1	Local Lettings Initiative (LLI): Strathblane	HSM	✓	✓
11.2	RSHA/Venachar Lease and Private Rented Tenancy Agreement (PRT)	HSM	✓	✓
11.3	Ground Source Heat Pump Replacements	DHPS	✓	✓
12.	<b>Governance: Ethical conduct and Notifiable Events</b>			
12.1	Notifiable Events	CEO	✓	For noting
12.2	Office Bearer Decisions	-	-	-
12.3	Record of Electronic Approvals	-	-	-
12.4	Recommendations from Committee	-	-	-
12.5	New Member Applications	GCO	✓	✓
12.6	Resignation of Board Member	Chair	-	For noting
13.	<b>Chief Executive's Report</b>	CEO	✓	For noting
14.	<b>Action Tracker</b>	CEO	✓	✓
15	<b>Attendance at Conference/Seminar or Networking Events: Board Member Feedback</b>	Board Member	Feedback to be given at meeting	For noting
16.	<b>Any Other Competent Business</b>			
17.	<b>Review/Reflections of Meeting</b> <ul style="list-style-type: none"> <li>Did we challenge constructively/effectively when necessary?</li> <li>Did we make good decisions?</li> <li>Did we have all the information we needed to make decisions?</li> </ul> <b>Please email your feedback to Mark Griffiths Chair, <a href="mailto:BoardGriffithsM@rsha.org.uk">BoardGriffithsM@rsha.org.uk</a></b>	Chair	Feedback to be given at the meeting	-
18.	<b>Date of Next Meetings &amp; Training</b> <ul style="list-style-type: none"> <li><b>Governance Training</b> - Session 2 Thursday 16 February 2023 at 6.30pm via Zoom</li> <li><b>Board Meeting</b> - Thursday 16 March 2023 @ 6.30 p.m. Hybrid Meeting</li> <li><b>Audit and Risk Committee</b> - Thursday 27 April 2023 at 2pm</li> <li><b>Venachar Board of Management</b> – Thursday 18 May 2023 at 4.30 pm</li> </ul>			

**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.**