



Rural Stirling
Housing Association

Agenda

Board of Management Meeting to be held on **Thursday, 16th March 2023 at 6.30 p.m.**

The meeting will be conducted on a Hybrid basis in the Boardroom at the office and via Zoom.

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

Staff/Adviser(s) Attendance:		Donna Birrell (CEO) Gerry Casey (DCEO/DFCS) Craig Wood (DHPS) Jackie Leeds (HSM) Sandra McPhee (GCO) Minutes <ul style="list-style-type: none"> Ewan Macdonald, Macdonald Cameron (MC) will present on Agenda Item 3.1 only. 		
Agenda Item	Subject	Author	Attached	Approval Required
1.	Welcome and Apologies	Chair	-	-
2.	Declarations of Interest	Chair	-	-
3.	Development Exception Reports			
3.1	Lampson Road, Killlearn and Buchanan Crescent, Croftamie Exception Report	MC	✓	For noting
4.	Health and Safety			
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.	Group Minutes			
5.1	Minutes of Board meeting held on 9 th February 2023	GCO	✓	✓
5.2	Audit & Risk Committee - none	-	-	-
5.3	Subsidiary: No meeting	-	-	-
5.4	Working Groups: None	-	-	-
6.	Matters Arising Schedule	CEO	✓	✓
7.	Rural Stirling Group Key Risks			
7.1	Quarterly Key Risks Report	CEO	✓	✓
8.	Strategy			
8.1	Group Strategic Plan: Final Draft	CEO	✓	✓
8.2	Confidential - RSHA Business Plan 2023-24 – Final Draft	CEO	✓	✓

8.3	Confidential - Venachar Business Plan and Budget 2023/24 – Final Draft	CEO	✓	✓
8.4	Requirement for an Annual Procurement Strategy and Annual Procurement Report 2023-24	DHPS	REPORT DEFERRED	
9.	Performance & Policy			
9.1	Q3 Performance Report	SMT	✓	✓
	Appendix 1: ARC Indicators and Universal Credit	DHPS	✓	✓
	Appendix 2: Planned Maintenance	DHPS	✓	✓
	Appendix 3: Development Programme Monitoring	CEO	✓	✓
	Appendix 4: Strategic Delivery Plan Update	CEO	✓	✓
	- Operational Delivery Plan Update by Exception	GCO	-	-
9.2	Q3 Complaints Report		✓	✓
9.3	Policies for Approval			
	- Appendix 1 – Group Hot Works Policy	DHPS	✓	✓
	- Appendix 2 – Group Learning & Development Policy & EIA	CEO	✓	✓
	<ul style="list-style-type: none"> • Policies were issued to Board on Decision Time on Monday 6 March 2023 • Development Project Profiles were emailed to all members on 8 March 2023 • Quarter 3 SIC STATS Submission was emailed to all members on 8 March 2023 			
10.	Finance			
10.1	Confidential – Final Budget 2023-24	DCEO/DFCS	✓	✓
10.2	Confidential – Q3 Management Accounts	DCEO/DFCS	✓	✓
10.3	Community Donations Fund 2022-23 Annual Report	CSO	✓	✓
10.4	Community Donations Fund Budget 2023/24	CSO	✓	✓
10.5	Annual Bad Debt Write-off Report	FO	✓	✓
11.	Operations			
11.1	3 Year Planned Investment Programme	DHPS	REPORT DEFERRED	✓
11.2	Procurement of Reactive Repairs Service to Replace Framework	DHPS	✓	✓
12.	Governance: Ethical conduct and Notifiable Events			
12.1	Notifiable Events	CEO	✓	For noting
12.2	Office Bearer Decisions	-	-	-
12.3	Record of Electronic Approvals	CEO	✓	For noting
12.4	Recommendations from Committee	-	-	-
12.5	New Member Applications	-	-	-
12.6	Governance of the Development Process / Investment Appraisal Assumptions 2023/24	DHPS	REPORT DEFERRED	✓
12.7	Confidential HR Report: Annual Leave Carry Forward	CEO	✓	✓
12.8	Confidential HR Report: Structure Consultation	CEO	✓	✓
12.9	Confidential Board Member Leave of Absence	CEO	✓	✓
13.	CEO Report	CEO	✓	For noting
14.	Action Tracker	CEO	✓	✓

15	Attendance at Conference/Seminar or Networking Events: Board Member Feedback	Board Member	Feedback to be given at meeting	For noting
16.	Any Other Competent Business			
17.	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 Fiona Boath Vice Chair, boardfionab@rsha.org.uk or Theresa Elliot Vice Chair, boardtheresae@rsha.org.uk in the absence of Mark Griffiths Chair, boardgriffithsm@rsha.org.uk	Chair	Feedback to be given at the meeting	-
18.	Date of Next Meetings & Training <ul style="list-style-type: none"> • Training – Health & Safety – Session 2 – Thursday 30 March 2023 @ 6.30pm by Zoom • Training – Risk Management Refresher Training – Thursday 4 May 2023 @ 6.30pm by Zoom • Board Meeting - Thursday 18 May 2023 @ 6.30 p.m. Hybrid Meeting • Audit and Risk Committee Meeting - Thursday 27 April 2023 at 2.00 p.m. • Venachar Board of Management Meeting – Thursday 18 May 2023 at 4.30 p.m. 			

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.