



Rural Stirling
Housing Association

Agenda

Board of Management Meeting to be held on **Thursday, 14 March 2024** at **6.30 p.m.**

Please note that drinks and refreshments will be available from 6.00pm should Board members wish to join members of the SMT for informal discussion.

The meeting will be conducted on a hybrid basis on Zoom and in the office Boardroom.

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) Susan Mackay (CSO) Minute taker		
Agenda Item	Subject	Author	Attached	For
1.	Welcome and Apologies	Chair	-	-
2.	Declarations of Interest	Chair	-	-
3.	Exception Reports/Presentations			
	None	-	-	-
4.	Health and Safety Exception Report			
4.1	Exception Report	CEO	-	-
5.	Group Minutes			
5.1	Minutes of Board meeting held on 8 February 2024	CSO	✓	Approval
5.2	Audit & Risk Committee – No Meeting	-	-	-
5.3	Subsidiary: Minute of Venachar Board – No meeting	-	-	-
5.4	Working Groups: None	-	-	-
6.	Matters Arising Schedule	CEO	✓	Approval
7.	Rural Stirling Group Key Risks			
7.1	RSG Quarterly Key Risks Report:	CEO	✓	Oversight/Monitoring/Decision
8.	Strategy			
8.1	Group Strategic Plan: Final Draft	CEO	✓	Approval
8.2	Confidential RSHA Business Plan 2024/25 and Strategic Delivery Plan: Final Draft	CEO	✓	Approval
8.3		CEO	✓	Approval

8.4	Confidential Venachar Business Plan and Budget 2024/25: Final Draft Requirement for an Annual Procurement Strategy and Annual Procurement Report 2024/25	DHPS	✓	Assurance
9.	Performance & Policy			
9.1	Q3 Quarterly Performance Reports:			
	Appendix 1 - ARC indicators, Universal Credit and H&S KPIs	SMT	✓	Oversight/Monitoring
	Appendix 2 - Planned Maintenance	DHPS	✓	Oversight/Monitoring
	Appendix 3 - Development Programme Monitoring	DHPS	✓	Oversight/Monitoring
	Appendix 4 - Strategic Delivery Plan Update	CEO	✓	Oversight/Monitoring
	Appendix 5 - Operational Delivery Plan Update by Exception	-	-	
9.2	Q3 Complaints Report	DCEO/DFCS	✓	Oversight/Monitoring
9.3	Policies for Approval: none	-	-	-
	<ul style="list-style-type: none"> • SIC Quarter 3 Report: Please note that due to a technical problem with the SIC submission portal this report is not currently available. Data submitted for October to December 2023 was as follows: <ul style="list-style-type: none"> • 2 x UK GDPR subject access requests. • 1 x EISRs request refused on the basis that part of the requested environmental information was not held and the other part consisted of third-party personal data, disclosure of which would have given rise to a UK GDPR breach. • Quarterly Development Reports made available in the resources area of Decision Time on 7 March 2024. 			
10.	Finance			
10.1	Community Donations Fund 2023/24 Annual Report	CSO	✓	Information
10.2	Community Donations Fund Budget 2024/25	CSO	✓	Decision
10.3	Loan Funding Update	DCEO/DFCS	Verbal	Oversight/Monitoring
10.4	Final Budget 2024/25	DCEO/DFCS	✓	Approval
10.5	Confidential Bad Debt Write-Off	HSM	✓	Decision
11.	Operations			
11.1	3 Year Planned Investment Programme	DHPS	✓	Decision
11.2	Shared Ownership Buy Backs	DCEO/DFCS	✓	Approval
12.1	Governance: Ethical conduct and Notifiable Events			
12.1	Notifiable Events	CEO	✓	Assurance
12.2	Office Bearer Decisions	-	-	-
12.3	Recommendations from Committee	-	-	-

12.4	New Member Applications	-	-	-
12.5	Governance of the Development Process Investment Appraisal	DHPS	✓	Assurance
12.6	Assumptions 2024/25 Confidential Board Member Leave of Absence	CEO	✓	Decision
13.	CEO Report	CEO	✓	Information
14.	Action Tracker	CEO	✓	Oversight/Monitoring
15.	Attendance at Conference/Seminar or Networking Events: Board Member Feedback	Board Member	Feedback to be given at meeting	Information
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, Mark Griffiths Chair, boardgriffithsm@rsha.org.uk	Chair	Feedback to be given at the meeting	-
18.	Date of Next Meetings & Training and Events <ul style="list-style-type: none"> • Board Briefing Session – Housing and Estate Management – TBC • Board Meeting – 16 May 2024 at 6.30pm Hybrid • Group Annual Board Appraisals – To take place during March arrangements to be confirmed. • Audit & Risk Committee – Thursday 25 April 2024 at 6.30 pm – Location to be confirmed. • Annual Stock Tour – Friday, 26 April 2024 – all day event – Route to be confirmed. • Venachar Board Meeting – Monday, 13 May 2024 at 4pm – 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.