



Rural Stirling
HOUSING ASSOCIATION

Agenda

Management Board Meeting to be held on Thursday, 21st February at **6.30 pm** at the Boardroom, Lomond Court, Castle Business Park, Stirling FK9 4TU

(note that refreshments will be available from 6pm)

Staff/Adviser(s) Donna Birrell (CEO)
Attendance: Kirsty Brown (Deputy CEO)
 Malcolm Lee (Asset Manager AM)
 Jackie Leeds (Housing Services Manager HSM)
 Susan Mackay (Corporate Services Officer CSO) (Minute taker)

Item	Author	Attached	Approval Required	Time	
1.				6.30pm	
2.				6.30pm	
3.				6.35pm	
4.	Group Minutes				
	Board				
	4.1 Minute of Board Meeting – 22 nd November 2018	CEO	✓	✓	6.35pm
	4.2 Confidential Minute of Board Meeting – 22 nd November 2018	CEO	✓	✓	
	4.3 Confidential Minute of Board Meeting – 17 th January 2019	CEO	✓	✓	
	Audit & Risk				
	4.4 Minute of A&R Meeting – 27 th November 2018	CEO	✓		
	4.5 Confidential Minute of A&R Meeting – 27 th November 2018	CEO	✓		
	Investment Committee				
4.6 Minute of Investment Committee Meeting 24 th January 2019	CEO	✓			
4.7 Confidential Minute of Investment Committee Meeting 24 th January 2019	CEO	✓			
Subsidiary					
4.8 Minute of the Venachar Board Meeting 3 rd December 2018	CEO	✓			

5.	Matters Arising Schedule	CEO	✓	✓	6.40pm
6.	Chief Executive's Report	CEO	✓		6.45pm
7.	Risk Key Risks Update	CEO	✓		6.50pm
8.	Strategy No Report				
9.	Performance 9.1 Q3 Performance Report 9.2 Q3 Delivery Plan Report	SMT SMT	✓ ✓	✓ ✓	7.00pm 7.10pm
COMFORT BREAK (5 minutes)					
10.	Finance 10.1 Annual Rent Increase: Rent Consultation and Decision 10.2 1 st Draft Budget 10.3 Q3 Management Accounts Confidential	HSM DCEO DCEO	✓ ✓ ✓	✓ ✓ ✓	7.15pm 7.30pm 7.40pm
11.	Governance				
	11.1 Ethical Conduct and Notifiable Events - none	CEO			
	11.2 Office Bearers Decisions - none				
	11.3 Governance Review: Amendments to Schedule of Delegation and Remit of Committees <ul style="list-style-type: none"> • Amended Schedule of Delegation • Amended Remit Audit & Risk Committee • Amended Remit Investment Committee 	CEO CEO CEO	✓ ✓ ✓	✓ ✓ ✓	7.50pm
	11.4 Working Groups: Draft Remits <ul style="list-style-type: none"> • Governance Working Group • Customer Engagement, Tenant Participation & Scrutiny 	CEO HSM	✓ ✓	✓ ✓	8.00pm 8.10pm
	11.5 Group Meeting Schedule 2019	CEO	✓	✓	8.15pm
	11.6 Policy Reviews: Recommendations from A&R <ul style="list-style-type: none"> i) Draft Fire Safety Policy ii) Draft Policy on Disclosure Information iii) Draft Water Systems & Legionella Policy iv) Draft LSM Business Continuity Policy v) Draft Asbestos in Tenancies Policy vi) Draft LSM H&S Policy Statement 	AM DCEO AM AM AM AM	Previously circulated	✓ ✓ ✓ ✓ ✓ ✓	8.20pm
	11.7 New Member Applications	CSO	✓	✓	
12.	Operations No Report				
13.	Action Tracker	CEO	✓	✓	8.40pm
14.	Any Other Competent Business				8.45pm
15.	Date of Next Meetings				8.50pm

	<ul style="list-style-type: none">• Board March 21st• Board Social TBC• Stock Tour TBC				
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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.

