



Rural Stirling
Housing Association

Agenda

Board of Management Meeting to be held on **Thursday, 10 October 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) Sandra McPhee (CSO) - Minutes		
Agenda Item	Subject	Author	Attached	For
1.	Welcome and Apologies	Chair	-	-
2.	Declarations of Interest	Chair	-	-
3.	Exception Reports/Presentations			
3.1	Exception Reports: Stirling Council SHIP Prioritisation of Projects	DHPS	✓	Oversight/Monitoring
4.	Annual Adoption and Signing of - Code of Conduct - Review of Declaration of Interests	CSO	Verbal	Approval
5.	Health and Safety Exception Report			
5.1	Exception Report	CEO	-	-
6.	Group Minutes			
6.1	Minutes of Board meeting held on 8 August 2024	CSO	✓	Approval
6.2	Minutes of Board meeting held on 19 September 2024	CSO	✓	Approval
6.3	Audit & Risk Committee - None	DCEO/DFCS	-	-
6.4	Subsidiary: No Meeting	-	-	Information
6.5	Working Groups: None	-	-	-

7.	Matters Arising Schedule	CEO	✓	Approval
8.	Rural Stirling Group Key Risks			
8.1	No Report	-	-	-
9.	Performance & Policy			
9.1	Policies for Approval: - Appendix 1 – Accident & Investigation Policy - Appendix 2 - Accident and Investigation Escalation Policy - Appendix 3 – Blood, Body Fluids & Sharps Policy - Appendix 4 – COSHH Policy - Appendix 5 – Group letter Bomb Policy - Appendix 6 – New And Expectant Mothers Policy - Appendix 7 – Group Workplace Conditions Policy	CSO CSO CSO CSO CSO CSO CSO	- - - - - - -	<i>Please refer to cover report regarding recommendation to remove these policies from the policy directory and replace with internal procedures.</i>
	➤ Policies have been published on Decision Time for information.			
10.	Finance			
10.1	Confidential - Treasury Management Review for the year ended 31 March 2024	DCEO/DFCS	✓	Oversight / Monitoring
10.2	Confidential - Bad Debt Write offs	HSM	✓	Decision
11.	Operations			
11.1	Confidential – Reactive Repairs and Voids Contractor Performance	DHPS	✓	Oversight / Monitoring
11.2	Local Lettings initiative: Killlearn	HSM	✓	Approval
11.3	Joint Scrutiny Group: Outcomes Report (Deferred from August)	HSM	✓	Oversight/Monitoring
11.4	Customer Engagement Strategy Update (Deferred from August)	HSM	✓	Consideration
11.5	Asset Management Strategy: Briefing for Board	DHPS	✓	Consideration/Decision
11.6	Annual Review of Allocations (Deferred from August)	HSM	<i>Due to resources/staff absence this has been deferred to the November Board meeting.</i>	-

12.	Governance: Ethical conduct and Notifiable Events			
12.1	Notifiable Events	CEO	-	-
12.2	Office Bearer Decisions	CEO	-	-
12.3	Recommendations from Committee	DCEO/DFCS	-	-
12.4	New Member Applications	CSO	✓	Decision
12.5		CEO	✓	Assurance
12.6	Annual Assurance Action Plan 2023/24 – End of Year Report	CEO	✓	Assurance/Approval
	Annual Assurance Statement 2024	CEO	✓ <i>Standards and Evidence Uploaded to Decision Time on 26 September 2024</i>	
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, Fiona Boath, Chair, boardFionab@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 Training Session - Chairing Skills – Thursday 17 October 2024 at 6.30pm – Online via Zoom • Board Training Session – Data Protection - Thursday 31 October 2024 at 6.30pm – Online via Zoom • Audit & Risk Committee – Thursday 7 November 2024 – Location and time to be confirmed. • Venachar Board Meeting – Tuesday 19 November 2024 at 4.00pm – Online via Zoom • Board Meeting – Thursday 21 November 2024 at 6.30pm – Online via Zoom 			

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| | <ul style="list-style-type: none">• Board Annual Health & Safety Awareness Session – Thursday, 28 November 2024 at 6.30pm – Online via Zoom |
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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.