

Agenda

Board of Management Meeting to be held on **Thursday, 22 May 2025** 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		
In Attendance:		Freya Lees - North Star Consulting (NSC) – Item 3.1 Only		
Agenda Item	Subject	Author	Attached	For
1.	Welcome and Apologies	Chair	-	-
2.	Declarations of Interest	Chair	-	-
3.	Exception Reports/Presentations			
3.1	RSG Board Member Annual Review 2025	NSC	✓	Approval
3.2	Balmaha Exception Report	DHPS	To follow	Approval
4.	Health and Safety Exception Report			
4.1	Exception Report	CEO	-	-
5.	Group Minutes			
5.1	Minute of Board meeting held on 13 March 2025	CSO	✓	Approval
5.2	Confidential Minute of Special Board Meeting held on 30 April 2025	CEO	✓	Approval
5.3	Minute of Audit & Risk Committee held on 24 April 2025	CSO(Gov)	✓	For Information
5.4	Venachar Board Meeting – <i>Meeting held 12 May 2025 Minute will be</i>	-	-	-

	<i>presented for information at the June Board meeting.</i>			
5.5	Working Groups: (i) Action Note of Venachar Short Life Working Group – 1 May 2025 (ii) Investment Working Group – No meetings	DCEO/DFCS -	✓ -	For Information -
6.	Matters Arising Schedule	CEO	✓	Oversight / Monitoring
7.	Rural Stirling Group Key Risks			
7.1	Quarterly Key Risks Review	CEO	✓	Oversight/Monitoring
8.	Strategy			
8.1	No report	-	-	-
9.	Performance & Policy			
9.1	Q4 Quarterly Performance Reports: <ul style="list-style-type: none"> Appendix 1 - ARC indicators, H&S and KPIs Appendix 2 - Planned Maintenance Appendix 3 - Development Programme Monitoring Appendix 4 - Strategic Delivery Plan Update Appendix 5 - Operational Delivery Plan Update by Exception 	SMT DHPS DHPS CEO -	✓ ✓ ✓ ✓ -	Oversight/Monitoring Oversight/Monitoring Oversight/Monitoring Oversight/Monitoring -
9.2	Q4 Complaints Report	CSO(Gov)	✓	Oversight/Monitoring
9.3	Policies for Approval <ul style="list-style-type: none"> Appendix 1 – Group Lone Working Policy & EIA Appendix 2 – Group Reserved Forces Policy & EIA Appendix 3 – Group Sabbatical Policy and EIA Appendix 4 – Group Neonatal Leave Policy and EIA 	CSO CSO CSO CSO	All policies were updated to oneAdvanced on 8 May 2025	Approval
9.4	Confidential ARC Return 2024/25	CEO	Report and ARC return uploaded to oneAdvance on 8 May 2025	Approval
➤ SIC Quarter 4 Report uploaded to oneAdvanced on 8 May 2025.				

➤ Quarterly Development Profiles uploaded to oneAdvanced on 13 May 2025.				
10.	Finance			
10.1	Confidential Quarter 4 Management Accounts	DCEO/DFCS	✓	Oversight/Monitoring
10.2	Confidential SHR 5 Year Financial Projections (FYFP)	DCEO/DFCS	✓	Approval
10.3	Confidential Fraud Register – Annual signing	DCEO/DFCS	✓	Oversight/Monitoring
10.4	Confidential Recommendation on Private Finance Procurement	DCEO/DFCS	✓	Approval
11.	Operations			
11.1	Five Year Stock Condition Survey: Tender Report	DHPS	✓	Approval
11.2	LLI Killearn: Consultation Outcomes	HSM	<i>A verbal update will be given at the meeting</i>	Information
12.	Governance: Ethical conduct and Notifiable Events			
12.1	Notifiable Events: Governance and Organisational matter	CEO	✓	Assurance
12.2	Confidential Office Bearer Decisions	CEO	✓	Assurance
12.3	Recommendations from Audit and Risk Committee	DCEO/DFCS	✓	Approval
12.4	Venachar Short Life Working Group	DCEO/DFCS	✓	Decision
12.5	New Member Applications	CSO	✓	Approval
12.6	Mid-year Review of Annual Assurance Statement	CEO	✓	Oversight/Monitoring
12.7	Confidential CEO Quarterly People Development Review (year-end)	Chair	✓	Oversight/Monitoring
12.8	Confidential HR Matter	CEO	<i>A verbal update will be given at the meeting</i>	Information
13.	CEO Report	CEO	✓	Oversight/Monitoring
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 Meeting – Thursday, 19 June 2025 at 6.30pm in person meeting • Audit & Risk Committee – Thursday, 26 June 2025 at 6.30pm (TBC) online with Zoom 			

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.