

## Board Meeting

Tuesday 30<sup>th</sup> November 2021

at 5:00pm

Virtual via Microsoft Teams Conference Call

### AGENDA

Item	Description	Approval/Noting
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	Minutes of previous Board Meeting (26.10.21)	<b>Approval</b>
4.	Board Action Point Tracker	<b>Noting</b>
5.	Upper Langlee - Progress	<b>Noting</b>
6.	Replacement of Executive Team Post – Operations Director	<b>Approval</b>
7.	SONIA Transition Amendment Agreement	<b>Approval</b>
8.	Bad Debt Write off	<b>Approval</b>
9.	Rent & Service Charge Increase Consultation	<b>Approval</b>
10.	Option Appraisal – 2,4,6 East Port, Melrose	<b>Approval</b>
11.	Eildon Housing Association – Repairs and Maintenance Contract	<b>Approval</b>
12.	Annual Bonus	<b>Approval</b>
13.	Review of Handbooks, Policies, Plans & Strategies <ul style="list-style-type: none"> <li>• Disclosure Handbook</li> <li>• Estate management Policy</li> <li>• Internal Decoration of Properties Policy</li> <li>• Recharges Policy</li> <li>• Use of Company Vehicles Policy</li> </ul>	<b>Approval</b>
14.	PESTLE Analysis	<b>Noting</b>
15.	Performance Reports: a) Monthly: October 2021	<b>Noting</b>
16.	Chair's Items	<b>Noting</b>
17.	Chief Executive's Items	<b>Noting</b>
18.	<u>Minutes of Committee Meetings</u> None	<b>Noting</b>

19.	<u>Equality Impact Assessment</u> Consideration of any potential Equality Impact issues resulting from discussion during the meeting.
20.	<u>Risk Assessment</u> Consideration of any potential risks resulting from discussions during the meeting.
21.	<u>Communications to Stakeholders</u> Consideration of any issues arising during discussions which need to be communicated to staff/stakeholders.
22.	<u>Notifiable Events</u> Consideration of any issues arising during discussions which need to be notified to Statutory/Strategic partners.
23.	<u>For Information</u> These items are circulated for information purposes only, and are not for discussion: <ul style="list-style-type: none"> <li>• Scotland's Housing Festival 2022 information via email on 23.11.21</li> </ul>
24.	<u>Date of Next Meeting:</u> Board Meeting - Tuesday 25 <sup>th</sup> January 2022