

## Board Meeting

Tuesday 25<sup>th</sup> October 2022 at 5:30pm

51 North Bridge Street, Hawick /  
Virtual via Microsoft Teams Conference Call

Light refreshments will be available from 5:00pm

### AGENDA

Item	Description	Approval/Noting
1.	Apologies for Absence	
2.	Declarations of Interest	
3.	Minutes of previous Board Meeting (27.9.22)	<b>Approval</b>
4.	Board Action Point Tracker	<b>Approval</b>
5.	Upper Langlee - Progress	<b>Approval</b>
6.	Review of Annual Revenue Budget & Cashflow 2022/23	<b>Approval</b>
7.	Register of Authorised Signatories	<b>Approval</b>
8.	Gaining Annual Assurance	<b>Approval</b>
9.	Review of Handbooks, Policies, Strategies & Plans <ul style="list-style-type: none"> <li>• Community Engagement Strategy</li> </ul>	<b>Approval</b>
10.	ARC Comparison Report	<b>Noting</b>
11.	Governance – Annual reviews: <ul style="list-style-type: none"> <li>a) Chairs Annual Appraisal Report</li> <li>b) Board Members Annual Appraisal Report</li> <li>c) Board Members Annual Skills Audit Report</li> <li>d) Board Self-Assessment Survey Report</li> <li>e) Succession Planning</li> <li>f) Internal Audit Report</li> </ul>	<b>Noting</b>
12.	Performance Reports <ul style="list-style-type: none"> <li>i. Monthly - September 2022</li> <li>ii. Quarterly – July-September 2022</li> </ul>	<b>Noting</b>
13.	Chair's Items	<b>Noting</b>
14.	Chief Executive's Items	<b>Noting</b>
15.	<u>Minutes of Committee Meetings</u> AICC – 18.10.22 takes place same day as papers are uploaded to onedrive for Board meeting, AICC Minute will be tabled once reviewed and agreed.	<b>Noting</b>

16.	<u>Conferences, External Meetings and Training</u> <ol style="list-style-type: none"> <li>i. How to conduct an appraisal on your senior officer</li> <li>ii. Returning your Assurance Statement</li> <li>iii. Questions you should be asking – Development</li> </ol>
17.	<u>Equality Impact Assessment</u> Consideration of any potential Equality Impact issues resulting from discussion during the meeting.
18.	<u>Risk Assessment</u> Consideration of any potential risks resulting from discussions during the meeting.
19.	<u>Communications to Stakeholders</u> Consideration of any issues arising during discussions which need to be communicated to staff/stakeholders.
20.	<u>Notifiable Events</u> Consideration of any issues arising during discussions which need to be notified to Statutory/Strategic partners.
21.	<u>For Information</u> These items are circulated for information purposes only, and are not for discussion: <ul style="list-style-type: none"> <li>• CIH Scotland’s Housing Festival 2023 via email on 22.9.22</li> </ul>
22.	<u>Date of Next Meetings:</u> Board Meeting - Tuesday 29 <sup>th</sup> November 2022