

Board Meeting

Tuesday 28th November 2023 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 (31.10.23)	Approval
4.	Board Action Point Tracker	Approval
5.	Upper Langlee – Progress Report	Approval
6.	Delegated Authority - Phase 1 Contract Award and Acceptance of MHS Grant Offer and SBC Funding Offer	Approval
7.	Review of Former Tenant Debt – Bad Debt Write-off	Approval
8.	Rent and Service Charge Increase Consultation	Approval
9.	Annual Bonus	Approval
10.	Review of Handbooks, Policies, Strategies & Plans a) Disclosure Handbook annual review b) Delegated Authority & Reporting Guideline	Approval
11.	Employee Satisfaction Outcomes - Flexible Working Trial Period	Noting
12.	Performance Reports: a) October 2023 Monthly Reports	Noting
13.	Chair's Items	Noting
14.	Chief Executive's Items	Noting
15.	<u>Minutes of Committee Meetings</u> • None	Noting
16.	<u>Conferences, External Meetings and Training</u>	
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">• SHARE's latest training courses sent via email on 24.10.23.• SHARE's Autumn Newsletter via email on 31.10.23
22.	<u>Date of Next Meetings:</u> Board Meeting – Tuesday 30 th January 2024 – 5:30pm