

Board Meeting

Tuesday 30th January 2024 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.	File Note of previous Development Session (28.11.23) Minutes of previous Board Meeting (28.11.23)	Approval Approval
4.	Board Action Point Tracker	Approval
5.	Upper Langlee – Progress Report	Noting
6.	Rent & Service Charge Increases from 1 April 2024	Approval
7.	Planned Maintenance Programme – 2024/25	Approval
8.	Cyclical Maintenance Programme – 2024/25	Approval
9.	Review of Handbooks, Strategies, Plans & Policies <ul style="list-style-type: none"> i. IT Strategy ii. IT Policy iii. Use of Mobile Phones, Electronic Communications & Social Media Policy 	Approval Approval Approval
10.	Board Succession Planning/APT	Noting
11.	Performance Reports <ul style="list-style-type: none"> • November & December 2023 • Oct-Dec 2023 • Draft Quarter 3 Board Report - Example 	Noting
12.	Chair's Items	Noting
13.	Chief Executive's Items	Noting
14.	<u>Minutes of Committee Meetings</u> <ul style="list-style-type: none"> • None 	Noting
15.	<u>Conferences, External Meetings and Training</u>	
16.	<u>Equality Impact Assessment</u> Consideration of any potential Equality Impact issues resulting from discussion during the meeting.	

17.	<u>Risk Assessment</u> Consideration of any potential risks resulting from discussions during the meeting.
18.	<u>Communications to Stakeholders</u> Consideration of any issues arising during discussions which need to be communicated to staff/stakeholders.
19.	<u>Notifiable Events</u> Consideration of any issues arising during discussions which need to be notified to Statutory/Strategic partners.
20.	<u>Entitlements, Payments & Benefits Policy</u> Determine if there are any issues which need to be recorded in terms of this Policy.
21.	<u>Lending Facility with Barclays Bank/UTB</u> Determine if there are any events which Barclays/UTB need to be made aware of.
22.	<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 27.11.23. • Share's annual conference – March 2024 via email on 27.11.23 • Share – January 2024 training – via email on 21.12.23 • CIH events on 2024's critical issues – via email on 4.1.24 • Scotland's Housing Festival 2024 (5-6 March 2024) via email on 16.1.24 • Proving Your Identify Leaflet via email on 18.1.24 from LN • Share's April to June Learning Brochures via email on 22.02.24 • Cost of Living (Tenant Protection)(Scotland) Act 2022, covering the period 1.10.23-31.12.23. Report can be reviewed by this link - The Cost of Living (Tenant Protection) (Scotland) Act 2022: Report to the Scottish Parliament covering the period 1 October to 31 December 2023 - gov.scot (www.gov.scot) • Estate Walkabouts for March via email on 23.1.24.
23.	<u>Date of Next Meetings:</u> Board Development Session: Tuesday 27 th February 2024, 3:00pm – 5:00pm Board Meeting: Tuesday 27 th February 2024, 5:30pm