

## Board Meeting

Tuesday 26<sup>th</sup> March 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 (26.02.24) Minutes of previous Board Meeting (26.02.24)	<b>Approval</b> <b>Approval</b>
4.	Board Action Point Tracker	<b>Approval</b>
5.	Upper Langlee – Progress Report	<b>Noting</b>
6.	Annual Budget 2024/2025	<b>Approval</b>
7.	Financial Plan 2024/2025	<b>Approval</b>
8.	Review of Former Tenant Debt - Bad Debt Write Off	<b>Approval</b>
9.	Review of Handbooks, Strategies, Plans & Policies <ul style="list-style-type: none"> <li>i. Governance Handbook – annual review</li> <li>ii. Community Engagement Outcomes 2023/24</li> <li>iii. Community Engagement Action Plan 2024/25</li> <li>iv. Annual Review of FP, AMS &amp; PESTLE</li> </ul>	<b>Noting</b> <b>Noting</b> <b>Noting</b> <b>Noting</b>
10.	Performance Reports <ul style="list-style-type: none"> <li>• Feb 2024</li> </ul>	<b>Noting</b>
11.	Chair's Items	<b>Noting</b>
12.	Chief Executive's Items	<b>Noting</b>
13.	<u>Minutes of Committee Meetings</u> <ul style="list-style-type: none"> <li>• AICC meeting on 12.3.24 <ul style="list-style-type: none"> <li>○ Operation of Delegated Authority</li> <li>○ Risk Management Report – annual approval</li> <li>○ AICC Self Assessment Report</li> </ul> </li> </ul>	<b>Noting</b>
14.	<u>Conferences, External Meetings and Training</u> <ul style="list-style-type: none"> <li>• Chair, CEO &amp; JW (Board Member) – Scotland's Housing Festival 2024, 5-6 March 2024</li> </ul>	
15.	<u>Equality Impact Assessment</u> Consideration of any potential Equality Impact issues resulting from discussion during the meeting.	

16.	<u>Risk Assessment</u> Consideration of any potential risks resulting from discussions during the meeting.
17.	<u>Communications to Stakeholders</u> Consideration of any issues arising during discussions which need to be communicated to staff/stakeholders.
18.	<u>Notifiable Events</u> Consideration of any issues arising during discussions which need to be notified to Statutory/Strategic partners.
19.	<u>Entitlements, Payments &amp; Benefits Policy</u> Determine if there are any issues which need to be recorded in terms of this Policy.
20.	<u>Lending Facility with Barclays Bank/UTB</u> Determine if there are any events which Barclays/UTB need to be made aware of.
21.	<u>For Information</u> These items are circulated for information purposes only, and are not for discussion.
22.	<u>Date of Next Meetings:</u> Development Session – Tuesday 30 <sup>th</sup> April 2024 3:00-5:00pm – GDPR training from 3-4pm via physical and remote access. Board Meeting – Tuesday 30 <sup>th</sup> April 2024 – 5:30pm

**ALL EXPENSE CLAIM FORMS TO BE SUBMITTED ON OR  
BEFORE THE 26<sup>TH</sup> MARCH 2024**