

Board Meeting

Tuesday 29th October 2024 at 5:30pm

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

Light refreshments will be available from 5:00pm

AGENDA

| | | |
|--|---|---------------------|
| Presentation from Eddy Graham, IBP Strategy & Research: a) Tenant Satisfaction Survey b) Staff Satisfaction Survey | | 4:00-5:00pm |
| | | Approval/Noting |
| Part 1: Standing Items | | |
| 1.1 | Apologies for Absence | |
| 1.2 | Declarations of Interest | |
| 1.3 | Minutes of Previous Board Meeting (24.09.24) | Approval |
| 1.4 | Matters Arising from previous Board Meeting Minutes (24.09.24) | |
| 1.5 | Future Meeting Dates <ul style="list-style-type: none"> Tuesday 10 December 2024 @9:30am Strategy Day Tuesday 28 January 2025 @ 5:30pm Board Meeting | Noting |
| 1.6 | Application for Membership and Co-Option | Decision & Approval |
| Part 2: Strategy | | |
| 2.1 | Annual Budget 6 Month Review | Approval |
| 2.2 | Rent & Service Charge Increase Consultation | Approval |
| 2.3 | Annual Bonus | Approval |
| 2.4 | Employee Satisfaction Survey Report | Noting |
| Part 3: Governance & Assurance | | |
| 3.1 | Governance – Annual reviews: <ul style="list-style-type: none"> a) Chairs Annual Review Report b) Board Members Annual Review Report c) Board Members Annual Skills Audit Report d) Board Members Skills Audit Matrix e) Board Self-Assessment Survey Report | Noting |
| 3.2 | Corporate Services Handbook | Approval |

| | | |
|--------------------------------------|---|--|
| 3.3 | SHR Annual Assurance Statement Annual Assurance Statement Evidence | For Information & Decision to provide Continuous Assurance |
| Part 4: Performance | | |
| 4.1 | Tenant Satisfaction Survey Report | Noting |
| 4.2 | Former Tenant Debt - Bad Debt Write Off | Approval |
| 4.3 | Development Report | Approval |
| 4.4 | Business Plan & Risk Management Report – Q2 | Noting |
| 4.5 | Financial Management Accounts – Q2 | Noting |
| 4.6 | Complaints, Data Breaches, Disclosures Bi-Annual Performance Report | Noting |
| 4.7 | Bi-Annual Contractor Performance & Planned Maintenance Report | Noting |
| Part 5: Items for Discussion | | |
| 5.1 | Staffing Paper | Noting |
| 5.2 | Chairs Items | Noting |
| 5.3 | Chief Executive Items | Noting |
| 5.4 | Minute of Committee Meetings – AICC 15.10.24 | Noting |
| Part 6: Items for Information | | |
| 6.1 | <ul style="list-style-type: none"> 2024.09.18 - Email - Shares 2025 Qualifications Brochure 2024.10.02 – Email – SFHA – GBMs Forum 2024.10.08 – Email – Share Training opportunities | |
| Any other Competent Business | | |
| | | |