

Agenda Item 4.1

Minutes of Board of Directors Meeting held on 25 October 2023 at 19:50pm, Board Room, Homes for Life Housing Partnership - PUBLIC MINUTE

Present:

J Greig	Chair
N MacDonald	
D Gillett	
O Krasteva	
D Rose	
N MacDonald	
C Russell	
R Hughes	
G MacGregor	
A Kettles	

In attendance:

G Binnie	CEO
D Dougal	Housing Manager
G Darling	Maintenance Officer

1	Apologies	Action
	Apologies were received from D Wight & G Leitch.	
2	Chair's welcome & meeting format	
	J Greig welcomed everyone to the meeting and introduced Alastair Kettles as a new Board Member. For the benefit of new faces J Greig requested everyone identified themselves.	
3	Declarations of Interest	
	None	
4	4.1 Minutes of Board Meeting held on 20 September 2023 – Full Confidential Minute 4.1.1 Approval & Signing	
	J Greig asked for approval of the Minutes for the meeting held on the 20 September 2023. It was agreed that the Minute should be approved as being true and accurate. N MacDonald proposed by and seconded by C Russell.	
	4.1.2 Matters Arising	
	None	

	4.2 Minutes of the Board Meeting held on 20 September 2023 – Public Minute for website Board members agreed the content of the minute to be made public.	
	4.3 Minutes of AGM held on 20 September	
5	Minute Action Plan	
	G Binnie requested Board to note the progress.	
6	CEO Report	
	G Binnie requested the Board approve the revised Procurement Policy and Note the remainder of the report. APPROVED: Procurement Policy NOTED: The remainder of the report	
7	Governance Report & Compliance Report	
	Standard agenda item with updates presented. Confirmed Compliance Report would continue in the same format as in the Governance Report. C Russell confirmed that the format would be a rolling programme. G Binnie advised that many of the items had now been completed. G Binnie confirmed that Audit and Compliance would be held on the 4 th Wednesday of the month. One Audit and Compliance meeting has already taken place. APPROVED: New Member of HfL APPROVED: Annual Assurance Statement at Appendix 2 NOTED: the remainder of the report.	
8	Finance Report	
	None	
9	Risk Map	
	G Binnie advised that this report will be standard and will update Board Members on the area of risk management. G Binnie advised that a Tenants Satisfaction Survey will be carried out by the end of February 2024. Tenants will be notified in the December newsletter. G Binnie provided a staffing update. Risk Map was discussed. APPROVED: Risk Map	
10	Operational Report	
	G Darling asked the Board to note the improvement in performance this quarter.	
11	Dates of next meeting	
	6 December 2023 – Board Meeting	
12	AOB	
	Board members to complete the forms they had received and return them.	
	J Greig closed the meeting at 20:40 and thanked everyone for attending.	

Signed:	Date:
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