

Agenda Item 4.2

Minutes of the Board of Directors Meeting held on 7 December 2022 at 6.15pm Rocks Hotel, Dunbar – PUBLIC MINUTE

Present: J Greig Chair
O Krasteva
D Rose
D McComb
N MacDonald
G MacGregor
D Wight

In attendance: G Binnie CEO
D Dougal Housing Manager
D Illius Maintenance & Asset Manager
W McCracken Ex Interim Manager

1	Apologies	Action
	Apologies were received from G Leitch and C Russell.	
2	Chairs Welcome and Meeting Format	
	J Greig welcomed everyone to the meeting. Before starting the business, she asked that her thanks be noted to Wendy for her hard work and assisting the Board to get to a point where HfL were able to appoint a new CEO. She then welcomed Gill to her first meeting as CEO and advised that she looked forward to adding to the previous work carried out. Finally, she thanked all Board Members for their dedication to HfL to get to this point.	
3	Declarations of Interest	
	W McCracken re Agenda Item 2.3 and G Binnie Agenda Item 2.3.3.	
4	4.1 Minutes of Board Meeting held on 26 October 2022 – Confidential Minute	
	4.1.1 Approval & Signing The minutes were proposed as being true and accurate by N MacDonald, seconded by D McComb and approved.	
	4.1.2 Matters Arising None	
	4.2 Minutes of the Board Meeting held on 26 October 2022 – Public Minute	
	Board members agreed the content of the minute to be made public.	
5	Minute Action Plan	
	Update noted.	
6	CEO Report	

	<p>G Binnie took Members through her report</p> <p>Item 2.1 Business Plan Update noted by the Board.</p> <p>Item 2.2 Cost of Living Protection Bill – Rent Freeze and Evictions Moratorium – update.</p> <p>Item 2.3 CEO Work Priorities – G Binnie took members through the key areas she would be concentrating on to the end of the financial year. This was noted by the Board.</p>	GB
7	Governance & Compliance Report	
	<p>Item 2.1 Governance Improvement Plan – members noted that these final points would now be covered in the CEO’s workplan</p> <p>Item 2.2 Self Assessments – Again Members noted that the outstanding actions would be covered in the CEO’s workplan</p> <p>Item 2.3 Notifiable Event – Members noted the NE – the appointment of a new CEO</p> <p>Item 2.4 Authorised Signatories – Noted by the Board.</p> <p>Item 2.5 Company Secretary – Board approved that G Binnie replaces W McCracken as Company Secretary.</p> <p>Item 2.6.1 Allocations Policy – Approved by Board</p> <p>Item 2.6.2 Anti-Social Behaviour Policy – Approved by Board however, the ASB Agreement to be queried with ELC confirming that it had been assessed for equalities and confirm the version.</p> <p>Item 2.6.3 Abandonment Policy – Approved by Board</p> <p>Item 2.7 Policy Register – Noted by Board.</p> <p>Item 2.8 Recruitment of Board Members – Noted.</p> <p>Item 2.9 Audit Fee – Noted.</p>	DD
8	Finance Report	
	<p>Item 2.1 – Management Accounts - Members approved the management accounts.</p> <p>Item 2.2 Draft Budget & Rent Consultation – Following a detailed discussion, Members agreed the draft budget, subject to the SG announcement and that we consult with tenants on the rent increase in January 2023.</p>	
9	Risk Management	
	Members noted no changes to the risk map.	
10	Operation Report	
	Members noted the content of the report.	
11	Staffing Report	
	The discussions contained in this Report are contained within a confidential minute.	
12	Any Other Business	
	12.1 D Rose – Hfl 25th Anniversary – D Rose provided the Board with a background and details on how Hfl came about. 2023 is the 25 th Anniversary. We will publicise widely, with “Hfl@25” being used.	
13	Dates of Next Meetings	
	<p>25 January 2023</p> <p>22 February 2023</p> <p>29 March 2023</p>	
	That being all the business J Greig closed the meeting at 7.30pm with thanks to all for attending.	