

Official Public Eildon Board Minutes

Meeting: Board Meeting of Eildon Housing Association Ltd
Date: 20 April 2022
Time: 6.00pm
Location: The Weaving Shed/Virtual

Present: Mr D Alexander (Chair), Ms A Ballantyne, Mr R Beardsley, Mr B Frater, Mr P Gilbert, Mr C Highton, Mr A Lundmark, Ms E McHugh, Dr A Mordue, Mr E Swinton.

Virtual: Ms A Harvie

Attendance: Mr N Istephan, Chief Executive & Company Secretary (CEO)
Ms A Miller, Director Community Services (DCS)
Ms S Spence, Governance Officer (GO)
Ms L Mirley, Director Business Support (DBS),

Ref	Subject
Board Items	
	The Board meeting formally started at 6.30pm following the pre-Board training session on Allocations.
22.04.101	Apologies The Chair welcomed everyone to the meeting, noting apologies from Ms Younger and Mr Wilson-Prior, Director Property Assets (DPA).
22.04.102	Declarations of Interest There were no Declarations of Interest reported.
22.04.103	Minutes of the Last Meeting for approval, 9 March 2022 (Budget) The minutes of the last meeting were approved on the motion of Mr Lundmark and seconded by Ms Ballantyne.
22.04.104	Matters Arising from last meeting, 9 March 2022 (Budget) Matters Arising: All matters arising had been completed. Gazprom Update The CEO updated Board members on the utilities contract with Gazprom, following previous discussion on the challenges of this situation given the current conflict in Ukraine. It was confirmed that it remains challenging to secure alternative gas service contracts and the cost of breaking the current contracts with Gazprom would be a minimum of £140k.
22.04.107	Draft Remco Minutes for noting, 9 March 2022 Following the verbal update on 9 March 2022, the Board noted the minutes, which were due to be approved at the next Remco meeting.

Ref	Subject
Strategic Items for Discussion/Approval	
22.04.201	<p>5 Year Strategy Presented by: The CEO</p> <p>The Board discussed the 5 Year Strategy after which, The Chair thanked Board members for their contributions and proposed any further comments to be submitted to the CEO by 30 April 2022. The Chair proposed giving CEO having delegated authority to finalise the strategy before the next meeting in May 2022. Board members agreed to this approach.</p> <p>Outcome: The Board approved the new 5-Year Strategy for the Eildon Group and delegated authority to CEO to finalise the Strategy.</p>
22.04.202	<p>Strategic Implementation Plan (SIP) Presented by: CEO</p> <p>CEO advised the SIP covers significant activities for the current year, and also anticipates activities that will cover multiple years. The progress is reported as part of the quarterly performance reports. With the operational emphasis on Departmental Action Plans, the SIP is a focussed and concise plan.</p> <p>Outcome: The Board approved the Strategic Implementation Plan</p>
22.04.203	<p>Board Recruitment and Succession Presented by: CEO</p> <p>The CEO reported the Board recruitment process had been initiated and was progressing well.</p> <p>To-date one Board member had been appointed to fill the casual vacancy and six other applications had been received.</p>
22.04.204	<p>Board Members Reviews and Governance Action Plan Presented by: The Chair</p> <p>The Chair thanked Board members for their individual input and support for the Board Reviews, and pointed out that opinions had been anonymised in the report. The Chair highlighted, one of the main themes from the review was the need to reduce the time pressure of Board meetings and the further development of the Board portal.</p> <p>Outcome: The Board considered and approved the Governance Action Plan, including its proposals for Board training and development.</p>
22.04.205	<p>Performance Indicator Targets 2022/23 Targets Presented by: DBS</p> <p>DBS gave an overview of the Performance Indicator (PI) Targets and highlighted The Key Performance Indicators (KPI) had been grouped in accordance with the Strategic Objectives to align with the Strategic Implementation Plan.</p> <p>DBS reported the ten new Care Service PI targets, agreed at February Board 2022, had been established to consider relevant benchmarks and a desired level of performance.</p> <p>Outcome: The Board approved:</p> <ul style="list-style-type: none"> (a) The Key Performance Indicators reporting by Strategic Objective (b) The Performance Indicator Targets for 2022/23 as set out in the PI Booklet attached to the report.

Ref	Subject
22.04.206	<p>Bridge Homes Homologation Presented by: CEO</p> <p>In the DPA's absence, CEO reported that, as agreed at February Board 2022, delegated authority had been given to Chair and Vice Chair to conclude the process to acquire the 54 properties within the financial year 2021/22. The CEO announced the acquisition completed on Friday, 25 March 2022 and as previously agreed Eildon Enterprise Ltd (EEL) would be the Managing Agent of the stock, with Eildon Housing Association holding the Title.</p> <p>Mr Lundmark as Chair of EEL noted the acquisition and the impact it will have for EEL, and that it would be an Agenda item on the EEL May Board.</p> <p>Outcome: The Board retrospectively homologated the decisions of the Chair and Vice-Chair to purchase the 54 properties.</p>
22.04.207	<p>Millar House Update Presented by: DCS</p> <p>DCS reported It is likely that progress on the tripartite agreement will conclude for occupation in August 2022.</p> <p>Outcome: The Board noted the DCS verbal report and progress on the tripartite agreement to-date.</p>
22.04.208	<p>Procurement Strategy Presented by: CEO</p> <p>In DPA's absence the CEO advised the purpose of the Procurement Strategy being presented was to approve it for publication on Eildon's website.</p> <p>Recommendation: The Board approved the Procurement Strategy for publication.</p>
22.04.09	<p>Engagement Plan 2022/23 The CEO reported the Engagement Plan for Eildon Housing Association 2022/23 is new which sets out the plan for required returns to the regulator.</p> <p>Outcome: The Board noted the contents of the paper and the attached published plan.</p>
Other items for Board Approval/Noting	
22.04.301	<p>Legal Actions There were no legal actions reported.</p>
Other Eildon Group Business	
22.04.401	<p>Eildon Enterprise Ltd There was no EEL business reported.</p>
Standard Items	
22.04.501	<p>Disposal of Land/Property There were no Disposals reported.</p>
22.04.502	<p>Payments & Benefits There were no payments and benefits reported.</p>

Ref	Subject
22.04.503	List of Signings and Use of Seal. Recommendation: The Board noted the use of Seal for Shareholder Certificate 680.
22.04.504	Membership Applications. Recommendation: The Board considered and approved the application for Membership of the Association.
22.04.505	AOCB There were no AOCBs reported. The Chair closed the meeting at 8.28pm



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