

Official Eildon Board Minutes

Meeting: Board Meeting of Eildon Housing Association Ltd.
Date: 16 August 2023
Time: 5.35pm – 8.30pm (2hrs 55mins)
Location: The Weaving Shed, Selkirk

Present: Ms Ballantyne, Mr R Beardsley, Ms Fancy (Chair), Mr B Frater, Ms Harvie
Ms C Louch, Ms E McHugh, Mr Lundmark and Mr Swinton.

Attendance: Mr N Istephan, Chief Executive & Company Secretary (CEO)
Ms L Mirley, Director Business Support (DBS) (until 8.00pm).
Ms A Miller, Director Community Services (DCS)
Mr N Wilson-Prior, Director Property Assets (DPA)
Ms S Spence, Governance Officer (GO)

Ms Fancy presided

Ref	Subject
Board Items	
1.01	Welcome & Apologies The Chair welcomed everyone to the meeting and opened the meeting at 5.35, noting apologies from Mr Highton and Dr Mordue.
1.02	Declarations of Interest There were no Declarations of Interest reported.
1.03	Minutes for Approval The minutes of the last meeting on 21 June 2023 were approved on the motion of Mr Frater and seconded by Ms Ballantyne.
1.04	Action Points & Matters Arising Board Members acknowledged that the action from the June meeting had been completed. Recommendation - The Board noted the paper.
1.05	The Board's Minutes, Seals, Registers & Books CEO reported this paper is to confirm to the Board that over the course of the reporting year 2022/23, EHA has complied with its Rules, Clauses 62 – 67. Recommendation - The Board noted the paper.
1.06	Draft Remco Minutes 21 June 2023 Ms Ballantyne (Chair of Remco) reported the Remco Minutes had been reported verbally at the last EHA Board.
1.07	EEL AGM and Board Minutes 16 August 2023 Mr Lundmark, as the re-appointed Chair of EEL gave a verbal update from the EEL AGM and Board meeting.

Ref	Subject
Strategic Items	
2.01	Financial Performance & Management Account Report DBS presented the Financial Performance and Management Account Report. Recommendation – Board Members: <ol style="list-style-type: none"> 1) Approved the Quarter 1 Management Accounts 2023/24. 2) Noted the outstanding work on the re-forecast and the potential areas of influence from the external environment on Eildon's future business and financial plans.
2.02	Development and Treasury Management Report The DBS presented this paper. Recommendation – The Board: <ol style="list-style-type: none"> a) Noted the movement in the development programme and considered the implications of the revisions outlined. b) Noted that a comprehensive update of the forecast including consideration of revised assumptions will be undertaken and the output of this will be presented to the Board for consideration in November 2023.
2.03	Performance Report DBS gave an overview of the Performance Report. Recommendation – The Board noted the contents of the covering paper and the Q1 Performance Booklet.
2.04	Q1 2023/24 Care Services Performance Report DCS presented the Care Services Performance Report. Recommendation – Board Members noted the performance of Care Services within Q1.
2.05	Customer Satisfaction Surveys 2022 – Results and Action Plans DCS presented the Customer Satisfaction Survey 2022. Recommendation – The Board considered the report and noted the areas of improvement included in the Action Plan.
2.06	Care Inspectorate DCS presented the paper on the Care Inspectorate. Recommendations – The Board noted the content of the report.
2.07	Customer Complaints Annual Review 2022/23 DBS presented the Customer Complaints Annual Review 2022/23. Recommendation – The Board noted the Customer Complaints Annual Review 2022/23.

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2.08	<p>Edgar Road, Westruther – The next steps DPA presented the paper on Edgar Road, Westruther development.</p> <p>Recommendation – The Board:</p> <ol style="list-style-type: none"> 1. Approved the recommendation, based on the findings of consultant surveyors and cost information received from our employer's agent, that the exiting timber kits should be dismantled and recycled where possible. Any windows and doors should be recovered, inspected, and stored for later use. To carry out this work, a suitable demolition contractor should be appointed through the Scottish Procurement Alliance Framework. 2. Considered and agreed the preferred option as for a full demolition to include scrubbing out the foundations, drainage and infrastructure. <p>Ms Ballantyne and Mr Lundmark left the meeting at 7.50pm. The meeting remained quorate.</p>
	<p>The Chair advised the meeting was running close to the 2.5 hours allowed for Board meetings and in compliance with the Standing Orders proposed the meeting continue for a further 30mins to conclude business. Board members agreed unanimously.</p>
2.09	<p>Eccles Farm, Eccles DPA presented the paper on Eccles Farm.</p> <p>Recommendation: The Board approved the disposal of the site at Eccles Farm to Olivers Travel at Open Market Value.</p>
Routine Items	
3.01a	<p>Legal Actions – a) Rent Arrears DCS presented this paper.</p> <p>Recommendation - The Board gave approval to seek Decree to Evict where this action is necessary.</p>
3.01c	<p>Legal Actions – c) Updates DCS presented this paper.</p> <p>Recommendation: The Board noted the progress with regard to the legal action cases included within the report.</p>
3.02	<p>Tenancy Debt Write-Offs DCS presented this paper.</p> <p>Recommendation: The Board noted the content of the report and approved the write offs.</p>
Standard Items	
4.01	<p>Disposal of Land/Property/Leases & Granting of a Security There were no Disposals reported.</p>

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4.02	<p>Payments & Benefits CEO presented this paper.</p> <p>Recommendation - The Board noted the granting of offer of employment to a relative of a current staff member.</p>
4.03	<p>List of Signings and Use of Seal There were no signings or use of seal reported.</p>
4.04	<p>Membership Applications CEO presented this paper.</p> <p>Recommendation: The Board approved the membership of Hannah MacLeod.</p>
5.00	<p>AOCB</p> <ul style="list-style-type: none"> • AGM Arrangements • Board Away Day Programme • Board Portal • Board Recruitment • Comments on CEO Quarterly Report • ID Badges and Entrance to the Weaving Shed <p>The Chair closed the meeting at 8.33pm</p>