

Public Eildon Board Minutes



Meeting: Board Meeting of Eildon Housing Association Ltd.

Date: 15 May 2024

Time: 5.33 – 7.58pm (2hrs 25mins)

Location: Weaving Shed

Present: Mr R Beardsley, Mr B Frater, Mr R Kilshaw, Mr A Lundmark, Ms H MacLeod, Ms E McHugh and Dr A Mordue

Virtual: Ms C Louch and Ms A Harvie

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

Ms Fancy, Chair, presided

Ref	Subject
Board Items	
1.01	Welcome & Apologies The Chair welcomed everyone to the meeting, noting apologies from Board Members Mr Highton, Ms McHugh, Mr Swinton and Mr Wilson-Prior, Director Property Assets (DPA). The Chair opened the meeting at 5.33pm.
1.02	Declarations of Interest There were no Declarations of Interest reported.
1.03	Minutes for Approval The Minutes from the Board meeting held on 24 April 2024 were approved as an accurate record on the motion of Mr Frater and seconded by Ms Harvie.
1.04	Action Points & Matters Arising Board Members noted the Action Point from 24 April 2024 was completed with the plan to provide a Dispute Resolution preboard briefing session for 19 June 2024.
Strategic Items for Discussion/Approval	
2.01	Financial Performance and Management Accounts Report Q4 2023/24 DBS presented the Financial Performance and Management Accounts. Recommendation: The Board considered and adopted the Management Accounts for the year ended 31 March 2024.

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2.02	<p>Annual Financial Statements – Going Concern and Internal Financial Controls Assessment 2023/24</p> <p>DBS gave an overview of the Annual Financial Statements (AFS) and the Going Concern Statement.</p> <p>Recommendation: The Board reviewed and approved the Statement of Going Concern and Statement of Internal Financial Controls to be included in the Annual Report and Financial Statements for Eildon Housing Association.</p>
2.03	<p>Annual Report and Financial Statements 2023/24</p> <p>DBS gave an overview of the Annual Report and Annual Financial Statements (AFS) 2023/24.</p> <p>Recommendation: The Board:</p> <ol style="list-style-type: none"> 1. Approved Eildon Housing Association's Annual Report and Consolidated Financial Statements for the financial year ending 31 March 2024 subject to any material issues arising from the audit. 2. Noted Eildon Enterprise Limited Annual Accounts for the financial year ending 31 March 2024 subject to any material issues arising from the audit.
2.04	<p>Development and Treasury Management Report Q4 2023/24</p> <p>DBS presented the Development and Treasury Management Report Q4 2023/24.</p> <p>Recommendation: The Board:</p> <ol style="list-style-type: none"> 1. Noted the position at the end of March 2024 in relation to the Development Programme 2023/24 and the financial implications of this compared with Budget 2023/24. 2. Noted the Treasury Performance for 2023/24. 3. Noted the Development Programme Status update.
2.05	<p>Sustainability Strategy Review</p> <p>In DPAs absence, CEO gave an overview of the Sustainability Strategy Review.</p> <p>Will the Roadmap noted in the strategy be presented to Board? CEO confirmed the roadmap will be presented to Board for approval, with Board Members having an overview of the strategic elements.</p> <p>Recommendation: The Board approved the revised Sustainability Strategy for adoption, following a revision of the Delivering Our Vision section with delegated authority to Executive Team.</p>
2.06	<p>Annual Return on the Charter (ARC)</p> <p>CEO gave a verbal update on the ARC submission to Scottish Housing Regulator (SHR) advising the draft ARC has received no verification errors and that the deadline for the submission is 31 May 2025 with approval from the Board.</p> <p>With no questions from Board Members the CEO advised the deadline for comments and acknowledgement of the report was Friday, 25 May 2024.</p>

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2.07	<p>Annual Performance Report – Year Ended 31 March 2024 DBS presented the Annual Performance Report.</p> <p>Recommendation: The Board noted the contents of the Annual Performance Report and the Quarter Four Performance Booklet.</p>
2.08	<p>Care Performance Report Q4 2023/24 DCH gave an overview of the CPR.</p> <p>Recommendation: The Board noted the content of the Care Performance Report.</p>
2.09	<p>Independence & Responsibilities Agreement 2024/25 CEO gave an overview of this standard annual report, which is also presented and approved at EEL Board.</p> <p>With no questions or discussion raised the Chair moved to the Recommendation.</p> <p>Recommendation: The Board approved:</p> <ol style="list-style-type: none"> 1. The continuation to manage the Eildon Group mid-market rent portfolio that has been leased to EEL by EHA. 2. To keep under review additional activities that could be undertaken by EEL on a non-charitable basis on behalf of the Eildon Group. These activities would only be pursued if a suitable business plan was developed to ensure this would be a commercially viable option.
Other items for Board Approval/Noting	
3.01	<p>Legal Actions</p> <p>a) Rent Arrears – Exceptional Case</p> <p>Recommendation: The Board noted the circumstances of the case and approved to seek Decree to Evict if this action is required.</p> <p>Rent Arrears With no questions on the remaining rent arrears the Chair moved to the Recommendation.</p> <p>Recommendation: The Board approved to seek Decree to Evict if this action is required.</p> <p>b) Other Tenancy Issue There were no other tenancy issues reported.</p> <p>c) Updates DCS reported on the Legal Action Updates, noting the reduction by 50% since the housing management restructure.</p> <p>Recommendation: The Board noted the progress with regard to the legal action cases included within the report.</p>

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3.02	Tenancy Write-Offs There were no Tenancy Write-Offs reported.
Standard Items	
4.01	Disposal of Land/Property/Leases and Grating of a Security There were no disposals reported.
4.02	Payments & Benefits There were no payments or benefits reported.
4.03	List of Signings and Use of Seal With no comments from Board Members on this standard paper the Chair moved to the recommendation. Recommendation: The Board noted the use of the Company Seal for Share Certificate 694.
4.04	Membership Applications There were no Membership Applications reported.
AOCB	
5.00	AOCB <ul style="list-style-type: none"> • CEO Quarterly Report • Board Away Day Short Life Working Group The chair closed the meeting at 7.58pm.

Cathie Fancy, Chair
19 June 2024