



BOARD MEETING

29 August 2024

Board Room, 79 Hopetoun Street, Edinburgh and via Teams at 3 pm

MINUTES

Attendance

Board Members In Person:	Paul Edie (Chair) Frances Wood (Vice Chair) William Smalley Brian McLaren Robert Fernie Isabel McGarvie Graeme Russell
Board Member via Teams	David Leaf
Officers:	Debbie Collins, Acting Chief Executive Officer Nikki Ritchie, Director of People & Organisational Development Tracey Howatt, Director of Customer Experience Drew Moore, Director of Assets Jim Aird, Interim Director of Finance Jonathan Fairgrieve, Governance & Assurance Manager
Admin:	Michelle Breen, Executive Assistant

ITEM	NOTE	ACTION
1.	Apologies for Absence	
	Derek Breingan, Angus MacRae, Margaret Moore and Lynne Douglas.	
2.	Declaration of Interest	
	David Leaf declared an interest at item 5.1.	
3.	Minutes	
3.1	Approval of the Previous Meeting Minutes	
	The Minutes of the meeting held on 6 June 2024, having been previously circulated, were approved and signed by the Chair.	
3.2	Approval of the Previous Meeting Confidential Minutes	
	The Confidential Minutes of the meeting held on 6 June 2024, having been previously circulated, were approved and signed by the Chair.	
3.3	Action Lists Review	

	Noted.	
3.4	Audit Performance and Risk Committee Minutes	
	Noted. Members discussed the inclusion of names within the Minutes of discussions at meetings.	Governance & Assurance Manager
3.5	Business Development Committee Minutes	
	Noted.	
4.	Governance	
4.1	Appointment of new Bield Members and Co-opted Board Members	
REPORT SUMMARY	The report advised the Board of the outcome of the recent Board Member recruitment process to strengthen the Board with experienced members in older people policy and customer voice. Two new Board members have been recruited and proposed to be co-opted to the Board.	
DISCUSSION	The recruitment exercise resulted in the appointment of two new Board members, 1 tenant, 1 non tenant with the Chair and another Board member involved in the process. The 2 new appointees bring a good range of knowledge to the Board. With Board approval the two Members will be proposed to become elected Board Members at the Annual General Meeting on 12 September 2024.	
DECISION	The Board: <ul style="list-style-type: none"> • Noted the recent recruitment process and outcome • Approved the membership applications for Gillian Merrett and Katie Smart • Approved co-option to the Board in accordance with Rule 42.1 of Gillian Merrett and Katie Smart 	
4.2	Confidential - Redacted	
4.3	Confidential - Redacted	
4.4	Confidential - Redacted	
5.	Strategy and Business Plan	
5.1	Confidential - Redacted	
5.2	Confidential - Redacted	
5.3	Tenant Engagement Strategy	
REPORT SUMMARY	This report outlined the proposed tenant engagement and participation strategy Connect. The draft strategy outlines several key outcomes: <ul style="list-style-type: none"> • Tenants can engage in service decisions at Bield at a level of their choosing. • Enhanced opportunities for increased participation. • Increased opportunities for tenants to scrutinise the services provided to them. The draft engagement strategy was considered by the Audit, Performance and Risk Committee who recommended approval to Board.	

DISCUSSION	The Board commended the new strategy.	
DECISION	The Board approved the new Connect: Tenant Engagement Strategy.	
6.	Audit, Performance and Risk Committee	
6.1	Update from Audit Performance and Risk Committee Chair	
DISCUSSION	<p>The Chair of the Audit Performance and Risk Committee confirmed there was a lengthy debate on Q1 performance; procurement; cyclical and major repairs; replacement programme, what mitigations can be put in place and the annual risk strategy.</p> <p>It was noted it is standard for Committees to approve Committee Minutes before they are presented to Board for noting. Anything Committee requires to escalate to Board will be, between Committee meetings.</p> <p>Pre Committee and Board questions on papers will be appended to the Minutes.</p> <p>The Acting Chief Executive confirmed there will be a review on what agenda items are marked as confidential.</p>	Governance & Assurance Manager
DECISION	The Board noted the verbal update.	
6.2	Confidential - Redacted	
6.3	Audit Performance and Risk Committee Annual Report	
REPORT SUMMARY	The report sought to provide the Board with assurance in respect of the activities of the Audit Performance and Risk Committee. Activities for 2023/24 up until May 2024.	
DISCUSSION	No questions were raised by Board and the Chair offered thanks to the Audit Performance and Risk Committee for their contributions.	
DECISION	The Board noted the annual report from the Audit Performance and Risk Committee.	
7.	Business Development Committee	
7.1	Confidential - Redacted	
7.2	Business Development Committee Annual Report	
REPORT SUMMARY	<p>The Business Development Committee presented its first Annual Report to Board setting out its activities for 2023/24 to June 2024.</p> <p>Following the independent Governance review, the Committee agreed to consider a refined remit at its next meeting in November 2024.</p>	
DISCUSSION	There were no questions raised by the Board.	
DECISION	<p>The Board:</p> <ul style="list-style-type: none"> noted the annual report from the Business Development Committee; and noted the Committee will consider a refined remit at its meeting in November 2024. 	

8.	Confidential - Redacted	
9.	Date of Next Meeting – 12 September 2024	