

**Board of Directors Meeting
to be held on Tuesday, 27 April 2021 at 9.00am
at the Pavilions, Great Yorkshire Showground, Harrogate**

AGENDA

Item No.	Item	Action	Lead	Paper	Time
1.0	Welcome and Apologies for Absence	Note	Chairman	Verbal	9.00
2.0	Declarations of Interest and Register of Interests <i>To declare any new or changes to interests; and any interests in relation to open agenda items</i>	Note	Chairman	Verbal	
3.0	Minutes of the previous HIF Board held on 23 February 2020	Approve	Chairman	Attached	
4.0	Matters Arising and Action Log	Approve	Chairman	Attached	9.10
5.0	Chairman's Report	Note	Chairman	Verbal	9.20
6.0	Interim Chief Executive Report including xxxxxx Grant Funding Project Board Minutes	Discuss/Note	Interim Chief Executive	Attached	9.30
7.0	Interim Managing Director Report	Discuss/Note	Interim Managing Director	Attached	9.50
8.0	Risk Register	Discuss/Note	Interim Managing Director	Verbal	10.15
9.0	Annual Plan	Discuss/Approve	Interim Chief Executive/ Interim Managing Director	Attached	10.20
10.0	HIF Board Committees	Discuss/Note	Committee Chairs		10.50
10.1	People and Culture Chair's Report			Attached	
10.2	Governance and Compliance Chair's Report including Internal Audit 2021/22 Plan Recommendation	Note/Approve		Attached	
10.2.1	Governance and Compliance Committee Terms of Reference	Note/Approve		Attached	
11.0	Workforce & Organisational Development Report	Discuss/Note	Head of HR	Attached	11.05
11.1	HIF Terms and Conditions	Approve		Attached	
11.2	Gender Pay Gap Report	Discuss/Note		Attached	
11.3	Staff Survey – Outcome and Recommended Actions	Discuss/Note/ Agree		Attached	
12.0	Finance Report	Discuss/Note	Deputy Director of Finance	Attached	11.30

13.0	Board Meeting/Workshop Workplan	Note	Chairman	Attached	11.45
14.0	Risks <i>Any additional Risks identified during the meeting to be considered for inclusion on the Risk Register</i>	Discuss	Chairman	Verbal	
15.0	Any Other Business	Discuss/Note/ Approve	Chairman	Verbal	11.50
16.0	Evaluation of Meeting and Any Items to Escalate to HDFT Board	Discuss/Approve	Chairman	Verbal	11.55
17.0	Date and Time of Next Meeting Tuesday, 29 June 2021 at 9am				