

**HIF Board of Directors Meeting
to be held on Tuesday 19th December 2023, 09:00
Oak Suite, Cedar Court Hotel, Harrogate**

Agenda

Item No.	Agenda Item	Action	Lead	Paper	Time
1.	Welcome and Introductions	Note	Chair	Verbal	09:00
2.	Apologies for Absence	Note	Chair	Verbal	
3.	Declaration of Interests	Note	Chair	Verbal	
4.	Minutes of Previous Meetings:	Approve	Chair	Attached	
4.1	24 th October 2023				
4.2	6 th December 2023 - <i>Extra Ordinary Board Meeting</i>				
5.	Matters Arising and Action Log	Note	Chair	Attached	
6.	Chair's Update	Note	Chair	Verbal	09:15
7.	Managing Director's Update	Note/Discuss	Managing Director	Attached	09:25
8.	Integrated Board Report (IBR)	Note/Discuss	Managing Director	Attached	09:40
9.	Board Assurance Framework (BAF)	Note/Discuss	Managing Director	Attached	09:50
10.	Finance Report including accounts update and Cash Support	Note/Discuss	Deputy Director of Finance	Included in IBR	09:55
Break 10:30 – 10:45					
11.	Fixed Assets : Future arrangements	Discuss and Approve	Deputy Director of Finance	Attached	10:45
12.	Workforce Report	Discuss and Approve	Managing Director	Included in IBR	11.00
13.	Business Plan : Update	Note/Discuss	Managing Director	Attached	11.15
14.	Any Other Business	Discuss/Note Approve	Chair	Verbal	11:25
15.	Evaluation of the Meeting	Note/Discuss	Chair	Verbal	11:30
Date and Time of Next Meeting Tuesday 30th January 2024, 09:00 – Herriots Training Room - Workshop					