

**HIF Board of Directors Meeting
to be held on Tuesday 24th October 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 Meeting held on 29th August 2023	Approve	Chair	Attached	
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	09:35
9.	Board Assurance Framework (BAF)	Note/Discuss	Managing Director	Attached	09:45
10.	Finance Report (including Balance Sheet)	Note/Discuss	Finance Manager	Attached – also included within IBR	09:55
11.	Workforce Report	Discuss and Approve	Managing Director	Attached - within IBR	10:15
12.	Review of Home Office Deportation of Employee	Note/Discuss	HR Business Partner	Attached	10:25
Break 10:30 – 10:45					
13.	Contract Dispute with xxxxxxxxx	Note/Discuss	Managing Director	Attached	10:45
14.	Reinforced Autoclaved Aerated Concrete (RAAC) Update	Note/Discuss	Managing Director	Attached	11:00
15.	Any Other Business	Discuss/Note Approve	Chair	Verbal	11:25
16.	Evaluation of the Meeting	Note/Discuss	Chair	Verbal	11:30
Date and Time of Next Meeting Monday 27th November 2023, 09:00 – Workshop					