

## LIVE BORDERS

Minutes of Meeting of Live Borders held on Monday 20 November at 6.30pm  
At CGI Offices, Tweedbank

**Present:** Alison Moore (AM) (Chair), Ross Gardiner (RG), Bill White (BW), Ewan Elder (EE), Pete Smith (PS), Raymond Kerr (RK) Neil Richards (NR), Sarah Mathieson (SM), Tom Weatherston (TW), Cllr John PatonDay (JPD), Carly McCallan (CM), John Fordyce (JF), Kirsty Kiln (KK)

**Apologies:** None

**In Attendance:** No attendees from Live Borders staff

1.	Chairs Welcome/ Apologies of Absence	Actions
	The Chair welcomed all to the meeting.	
2.	<b>Board Administration</b>	
a)	<b>Declaration of Interest:</b> Pete Smith declared an interest relating to his role as Principal of Borders College	
b)	<b>Board business:</b> The Chair asked for approval of the Board for limited executive powers in relation to the running of the organisation to the end of 2023 should these be required. The Chair explained that legal advice had been sought from Anderson Strathern in relation to this and had been advised that executive powers should be time limited. It was agreed that the Chair could authorise expenditure and actions that are in the budget and relate to ordinary business, and that any other expenditure or actions should be referred to the members of the Finance Committee for approval.	
3.	<b>Adoption of Minutes</b>	
	<b>Minutes of Board Meetings of 21 August</b> Approved Ross Gardiner Seconded Raymond Kerr <b>9 November 2023</b> Approved Bill White Seconded John Fordyce <b>Strategic Review Meeting 11 September</b> Approved Ross Gardiner Seconded Sarah Mathieson  It was requested that minutes be circulated a maximum of 3 weeks after a meeting with actions highlighted.	
4.	<b>Matters Arising</b>	
	Treasury Management Proposal, no update, item remains open Head Office Move deferred to 2024 pending joint review, remains open All other items have been actioned and were closed.	

<b>5.</b>	<b>Chief Executive's Report</b>	
	The Board noted the report and discussed the presentation of visitors' numbers across the services.	
<b>6.</b>	<b>Health &amp; Safety</b>	
	The Board discussed the contents of the report and expressed serious concern over the reference to non-compliance with statutory obligations. Board discussed concerns around legionella testing. The Board unanimously agreed that this is a very serious matter and needs to be addressed urgently. This will be followed up by the Chair and the Health and Safety Board member with the Property Manager and with SBC. Board noted that EcoSafety have a good reputation locally and that QLMS are not a local company.	AM and SM to meet Property Manager and follow up with SBC
<b>7.</b>	<b>Spotlight: Great Tapestry of Scotland</b>	
	The Vice Chair presented the draft report of the Great Tapestry of Scotland Sub-group and the Board discussed the contents of this report.	
<b>8.</b>	<b>Committee Papers</b>	
	<b>Finance Committee 7 November 2023</b> The papers were noted.	
<b>9.</b>	<b>Agenda Plan 2024</b>	
	The dates were agreed. The Chair raised the need to make plans for the Strategy Day in January as a matter of priority and will follow this up.	AM to plan Strategy Day
<b>10.</b>	<b>Financial Position</b>	
	Chair reported that Jim Hutchison would be presenting the financial position to the Board separately prior to presenting it to SBC.  Board was informed that the accounts had not been signed by the auditors as they had not been received. Chair will be requesting a meeting with the auditors to get an understanding of what needs to happen for the accounts to be signed by the end of December.	AM to meet auditors
<b>11.</b>	<b>Joint Strategic Review</b>	
	Chair updated the Board on the Joint Strategic Review. Board noted concerns around the order of work in the roadmap; specifically, operational matters precede strategic ones. The Chair invited Board members to get involved in any workstreams they have an interest or expertise in.	
<b>12.</b>	<b>AOB</b>	
	Cllr John Paton Day voiced anecdotal feedback regarding issues with the booking system and communications to customers.	

Meeting closed at: 8.40pm