

# BHA Enterprise Board Remit

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## 1. General

- 1.1 This remit and delegated authority is designed to clarify the responsibilities of the BHA Enterprise (Enterprise) Board.
- 1.2 The Enterprise Board will comprise of at least five. At any given time, the Board shall be made up of a majority of Independent Directors. The minimum number of Directors required for a meeting to be quorate will be three. The Board will abide by the Association's Standing Orders and Rules.
- 1.3 The Board will meet at intervals of no more than 13 weeks and will be serviced by the Executive Director of Business Support or their delegated replacement where appropriate. The BHA Chief Executive and any other BHA Executive Team members may also attend as appropriate and as agreed with the Chair of Enterprise.
- 1.4 The Enterprise Board will appoint a Chair on an annual basis. The Chair of BHA Board of Trustees may not also be the Chair of Enterprise Board.

## 2 Remit

- 2.1 The Enterprise Board is responsible for all aspects of the management and performance of mid-market properties and for overseeing the operation and performance of the Berwickshire Community Renewables LLP (BCR) in partnership with Community Energy Scotland.
- 2.2 The Enterprise Board will take direction from the Board of BHA to identify, assess the feasibility of, implement and manage new projects that assist with achieving the Group's overall strategic objectives.
- 2.3 The Board will adopt and operate within BHA's Group's policies including Financial Regulations, Investment Policy, Procurement Policy, Risk Management Policy, Health & Safety, Equality and Diversity; however, the Enterprise Board may develop its own policies where necessary (aligned to Group policies).

Strategy and Management	Provide feedback regarding the Group Strategic objectives and business plan for approval by BHA Board of Trustees.
	Set Enterprise objectives and policies that support the achievement of the Group's overall strategic objectives and notify the BHA Board accordingly.
	Monitor performance of Enterprise Business Plan objectives, escalating concerns to the BHA Board where appropriate.
	As directed by the BHA Board, consider proposals for the cessation or extension of services, or commencement of new activities or new geographical locations and make recommendations to the BHA Board to further the Group's strategic objectives.
	Monitor the performance of existing and new activities within the parameters set by BHA Board.
Budget and Financial Matters	Approve the draft annual budget at least 30 days prior to the start of each financial year.
	Approve the final annual budget and any revisions following formal approval by BHA Board.
	Monitor the financial performance of Enterprise and report significant variances to BHA Board.
	Have oversight of major capital / investment projects.
	Approve the annual report and accounts.
	Approve any gift aid payments from Enterprise to BHA.
	Make recommendations to the BHA Board on the submission of grants/funding applications.
Risk and Control	Ensure risks (Enterprise & BCR) are appropriately managed in line with the Group's Risk Management Framework.
	Recommend the appointment or removal of internal and external auditors approved by BHA Board.
Board Membership/ Corporate Governance	Recommend to BHA Board the appointment or removal of the Chair.
	Recommend the appointment or removal of Directors to Enterprise Board with the written approval of BHA
	Recommend to BHA Board the approval of the Board Remit
Mid-Market Rent Housing management	Approve all policies and procedures in relation to the letting and management of properties (adopt Group policies where appropriate)
	Monitor housing management performance: <ul style="list-style-type: none"> <li>• Arrears</li> <li>• Voids/re-let</li> <li>• Complaints</li> </ul>
	Monitor the performance of services provided by BHA in relation to housing management
Assets held by BCR LLP and any Enterprise controlled assets	Make recommendations to the Board on the disposal or acquisition of properties
	Have oversight of asset health and safety performance
	Monitor the performance of services provided by BHA in relation to the management of assets.

Berwickshire Community Renewables LLP	Monitor: <ul style="list-style-type: none"><li>• BCR risks</li><li>• Financial and operational performance of the windfarm</li></ul>
	Make recommendations to the Board of Trustees for new ventures in relation to BCR LLP