



18<sup>th</sup> June 2024

Dear Board Member,

There will be a Board Meeting on **MONDAY 24<sup>TH</sup> JUNE 2024 AT 6.00PM**

If you are unable to attend the meeting, please ensure that you submit your apologies.

If you feel you need additional information in advance of the Board meeting in relation to any Agenda Item, please do not hesitate to contact myself.

Yours sincerely

*Linda*

Linda Chelton  
**Chief Executive Officer**

[linda@craigdaleha.co.uk](mailto:linda@craigdaleha.co.uk)  
0141-631-5005

<u>MISSION:</u>	<u>VISION:</u>	<u>VALUES:</u>
<b>“WE ARE PASSIONATE ABOUT PROVIDING EXCELLENT AFFORDABLE HOMES AND SERVICES FOR OUR COMMUNITY”</b>	<b>“CHANGING LIVES FOR THE BETTER”</b>	<b>RESPECT OPENNESS TRUST LISTENING</b>

## BOARD & COMMITTEE MEETING SCHEDULE FOR 2024/25

The Board	Audit & Assurance Committee	Operational Services Committee	Community Events Group	Staffing Committee
	Finance, Audit, Risk Man, H&S & Policy	Housing, Maintenance, Factoring, Wider Role, Policy	Delivering community events (Open to Staff & Board Members)	Extra-ordinary Staffing Issues
<u>Chair Des Phee</u>	<u>Chair Stephen Kelly</u>	<u>Chair Louise Bacon</u>	<u>Chair XXX</u>	<u>Chair XXX</u>
Christine McCormack Morag Cameron Claire Taylor Des Phee Hilary Tennant Louise Bacon Stephen Baxter Kevin Boyle Stephen Kelly Lucy Madigan	Christine McCormack Morag Cameron Claire Taylor Hilary Tennant Stephen Baxter Stephen Kelly	Christine McCormack Morag Cameron Claire Taylor Des Phee Louise Bacon Kevin Boyle Stephen Kelly	Christine McCormack Morag Cameron  <b>TO BE ARRANGED WHEN REQUIRED</b>	Christine McCormack Morag Cameron Stephen Kelly  <b>TO BE ARRANGED WHEN REQUIRED</b>
Linda Chelton Frances Cunningham Lisa Campbell	Linda Chelton Frances Cunningham Fettes McDonald	Lisa Campbell Frances Cunningham Daniel Murray	Lisa Campbell Jaclyn McMahon	Linda Chelton Frances Cunningham

	The Board	Operational Services Committee	Audit & Assurance Committee	AGM	Business Away Day	Board Training
	Monday	Monday	Monday	Thurs	Friday	
<b>2024/25</b>	6.00pm	6.00pm	6.00pm	6.30pm	9.00am	6.00pm
<b>June</b>	24.06.24					
<b>August</b>	26.08.24		19.08.24			
<b>September</b>	23.09.24			05.09.24		
<b>October</b>	28.10.24	14.10.24			?25.10.24?	
<b>November</b>	25.11.24		18.11.24			
<b>2025/26</b>						
<b>Jan</b>	27.01.25					
<b>Feb</b>	24.02.25		17.02.25			
<b>March</b>	31.03.25					
<b>April</b>	28.04.25					
<b>May</b>	19.05.25		12.05.25			

<b>Quorum:</b>	<b>Board Meetings x 4</b>	<b>Committee Meetings x 3</b>
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## Meeting of the Board of Craigdale Housing Association

to be held on Monday 24<sup>th</sup> June 2024 at 6.00pm

### Agenda

No	Agenda Item	Lead Person	Action Required	Enc
1.	Apologies	Chair		
2.	Chairperson's Remarks	Chair		
3.	Declarations of Interest	Chair		
4.	Minutes of Previous Meetings:			
	a) Approval of Minutes of Board Meeting (20.05.24)	Chair	Approval	✓
	b) Matters Arising from Previous Meeting (20.05.24)	Chair	Approval	✓
	c) Draft Minutes of the Operational Services Committee Meeting (13.05.24)	Chair	Noting	✓
	d) Matters Arising from the Operational Services Committee Meeting (13.05.24) Recommendations for Approval	Chair	Approval	✓
5.	Chief Executive Officer & Governance	CEO	Approval	✓
<b>ITEMS REQUIRING A DECISION</b>				
6.	Development Report	GHC	(26.08.24)	✗
7.	Policy Review:			
	a) Retentions Policy & Schedule	CM	Noting	✓
	b) Staff Appraisal Policy	CEO	Approval	✓
	c) Corporate Clothing (26.06.24)	CM	Approval	✓
	d) Asbestos Policy (Equality Impact Assessment)	CEO	Approval	✓
<b>ITEMS FOR NOTING</b>				
8.	Membership Report	CM	None	✓
9.	Notifiable Events Report	CM	None	✗
10.	Rent Report: May 2024	SHO	Noting	✓
11.	Procurement Report	CEO	Noting	✓
12.	Equalities & Human Rights Action Plan Report	CEO	Noting	✓
13.	Board & Staff Members Training Plan	CM	Noting	✓

14.	Policy Review Register	CM	Noting	
15.	Correspondence	Secretary	None	*
	a) EVH: CHAS 2024 Appeal			
	b) Hilary Tennant			
	c) Investors in People			
16.	Any Other Competent Business:	Chair		
	a) Board Recruitment (this report will be circulated later in the week)		None	*
17.	Date of next meeting	Chair	Noting	*
	<b>Monday 26<sup>th</sup> August 2024 at 6.00pm</b>			