



22<sup>nd</sup> August 2022

Dear Board Member,

There will be a Board Meeting on **MONDAY 29<sup>TH</sup> AUGUST 2022 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**

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0141-631-5007

<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 2022/23

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
Chair <u>John Kilpatrick</u>	Chair <u>Helen Bayne</u>	Chair <u>Morag Cameron</u>	Chair <u>Christine McCormack</u>	Chair <u>Helen Bayne</u>
Christine McCormack Morag Cameron Claire Taylor Helen Bayne John Kilpatrick Des Phee Hilary Tennant Catherine Jones Louise Bacon Gemma Woodrow	Morag Cameron Claire Taylor Helen Bayne John Kilpatrick Hilary Tennant	Christine McCormack Morag Cameron Claire Taylor John Kilpatrick Des Phee Louise Bacon	Christine McCormack Morag Cameron  <b>TO BE ARRANGED WHEN REQUIRED</b>	Christine McCormack Morag Cameron Helen Bayne John Kilpatrick  <b>TO BE ARRANGED WHEN REQUIRED</b>
Linda Chelton Frances Cunningham	Linda Chelton Frances Cunningham Fettes McDonald	Sam Morton Lisa Campbell Frances Cunningham Richie O'Brien	Sam Morton Lisa Campbell Jaclyn McMahon	Linda Chelton Frances Cunningham

	The Board	Audit & Assurance Committee	Operational Services Committee	AGM	Business Away Day	Board Training
	Monday 6.00pm	Monday 6.00pm	Monday 6.00pm	Thurs 6.30pm	Friday 9.00am	6.00pm
Sept	19.09.22			15.09.22		
Oct	24.10.22				28.10.22	
Nov	28.11.22	07.11.22	14.11.22			
Dec						05.12.22 FOI & GDPR
2023 Jan Budget	23.01.23					
Jan	30.01.23					
Feb	27.02.23	13.02.23	20.02.23			
March	27.03.23					??? 24.03.23??? Equalities & Code of Conduct & H&S
April	24.04.23					
May	22.05.23	08.05.23	15.05.23			
June	26.06.23					
Aug	28.08.23	14.08.23	21.08.23			
Sept	18.09.23			14.09.23		
Oct	30.10.23					
Nov	27.11.23	13.11.23	20.11.23			
<b>Quorum:</b>	<b>Board Meetings x 4</b>			<b>Committee Meetings x 3</b>		

**Meeting of the Board of Craigdale Housing Association  
to be held on Monday 29<sup>th</sup> August 2022 at 6.00pm**

**Agenda**

No	Agenda Item	Lead Person	Action Required	Encl
1.	Apologies	Chair		
2.	Chair's Remarks	Chair		
3.	Declarations of Interest	Chair		
4.	Minutes of Previous Meetings:			
	a) Approval of Minutes of Board Meeting (27.06.22)	Chair	Approval	✓
	b) Matters Arising from Previous Meeting (27.06.22)	Chair	Noting	✓
	c) Draft Minutes of the Audit & Assurance Committee Meeting (08.08.22)	Chair	Noting	✓
	d) Matters Arising from the Audit & Assurance Committee Meeting (08.08.22) for approval <ul style="list-style-type: none"> <li>▪ Risk &amp; Assurance Progress Report</li> <li>▪ Financial Statement to 31<sup>st</sup> March 2022</li> <li>▪ Audit Findings Report to 31<sup>st</sup> March 2022</li> <li>▪ Letter of Representation</li> <li>▪ Draft Response to Audit Findings Response</li> <li>▪ Management Accounts - Quarter 1, 2022/23</li> <li>▪ ARC Audit &amp; Validation Report</li> <li>▪ Compliance Issue Report</li> <li>▪ Tender Report: Electrical Inspections</li> <li>▪ Tender Report: Gutter Cleaning</li> </ul>	Chair	Approval	✓
	e) Draft Minutes of the Operational Services Committee Meeting (15.08.22)	Chair	Noting	✓
	f) Matters Arising from the Operational Services Committee Meeting (15.08.22) for approval	Chair	Noting	✗
5.	Chief Executive Officer Report & Governance Report	CEO	Approval	✓
	<b>ITEMS REQUIRING A DECISION</b>			
6.	Development Report: Phase 10 – Castlemilk West Church Site Update Report	G Harper	Noting	✓
7.	Governance Review Action Plan Report <ul style="list-style-type: none"> <li>• Board Members Application Form</li> </ul>	SCSO	Approval	✓
8.	Annual Assurance Statement Report	CEO	Approval	✓
9.	Business Plan 2021-24: Strategic Objectives Delivery Plans (Quarter 1)	CEO	Approval	✓

10.	Business Plan 2021-24: Operational Delivery Plans (Quarter 1)	SCSO	Approval	✓
11.	Tender Report: External Auditors	SCSO	Approval	✓
12.	Tenant Satisfaction Survey Report	Research Resource	Approval	✓
	<b>ITEMS FOR NOTING</b>			
13.	Share Capital Report	SCSO	Noting	✘
14.	Notifiable Events Report	SCSO	Noting	✘
15.	Rent Report: July 2022	SHSO	Noting	✓
16.	Key Performance Indicators Report (Quarter 1)	CEO	Noting	✓
17.	Register of Interest	SCSO	Noting	✓
18.	Correspondence	Secretary	Noting	✓
19.	Any Other Competent Business:	Chair		
20.	Date of next meeting	Chair		
	• <b>Monday 19<sup>th</sup> September 2022 at 6.00pm</b>			