



13th September 2021

Dear Board Member,

There will be a Board Meeting on **MONDAY 20TH SEPTEMBER 2021 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

David

David Mackenzie
Chief Executive Officer

david@craigdaleha.co.uk
07368-624-374

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

BOARD & COMMITTEE MEETING SCHEDULE FOR 2021/22

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>Hilary Tennant</u>	Chair <u>Morag Cameron</u>	Chair <u>XX</u>	Chair <u>Helen Bayne</u>
Christine McCormack Morag Cameron Claire Taylor Helen Bayne John Kilpatrick Des Phee Hilary Tennant Catherine Jones David Logan Evelyn Foster Gemma Woodrow Louise Bacon	Morag Cameron Claire Taylor Helen Bayne John Kilpatrick Hilary Tennant	Christine McCormack Morag Cameron Claire Taylor John Kilpatrick Des Phee	Morag Cameron TO BE ARRANGED WHEN REQUIRED	Christine McCormack Morag Cameron Helen Bayne John Kilpatrick TO BE ARRANGED WHEN REQUIRED
David Mackenzie Frances Cunningham Jaclyn McMahon	David Mackenzie Frances Cunningham Jaclyn McMahon Fettes McDonald	Sam Morton Frances Cunningham Robert Allison Jaclyn McMahon	Lisa McIlroy Jaclyn McMahon Sam Morton	David Mackenzie Frances Cunningham

	The Board	Audit & Assurance Committee	Operational Services Committee	AGM & SGM	Business Away Day	Board Training
	Monday 6.00pm	Monday 6.00pm	Monday 6.00pm	Thurs 6.30pm	Friday 9.00am	6.00pm
Sept	20.09.21			16.09.21		Welfare Rights 13.09.21
Oct	25.10.21					Notifiable Events etc. 04.10.21
Nov	29.11.21	08.11.21	15.11.21			Hsg Man: 18.10.21 Anti-Bribery & Fraud 01.11.21 Risk Management 22.11.21
Jan Budget	24.01.22					
Jan	31.01.22					
Feb	28.02.22	07.02.22	14.02.22			
March	28.03.22					
April	25.04.22					
May	23.05.22	09.05.22	16.05.22			
June	27.06.22					
Aug	29.08.22	08.08.22	15.08.22			
Sept	19.09.22			15.09.22		
Quorum:	Board Meetings x 4			Committee Meetings x 3		

**Meeting of the Board of Craigdale Housing Association
to be held on Monday 20th September 2021 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 Previous Board Meeting (23.08.21)	Chair	Approval	✓
	b) Matters Arising from Previous Meeting (23.08.21)	Chair	Noting	✓
	c) Approval of Minutes of Previous Board Meeting (16.09.21)	Chair	Approval	✓
	d) Matters Arising from Previous Meeting (16.09.21)	Chair	Noting	✓
5.	Chief Executive Officer Report & Governance Report	CEO	Approval	✓
ITEMS REQUIRING A DECISION:				
6.	Development Report: Phase 10 - Castlemilk West Church Site Update Report	GHC	Noting	✓
7.	Governance Review	CEO	Approval	✓
8.	Rent Consultation 2022/23	CEO	Approval	✓
9.	Scottish Housing Network ARC Benchmarking 2020/21	SHN	Noting	*
10.	2021 Annual Assurance statement	CEO	Approval	✓
11.	Investors in People 2021	CEO	Noting	✓
12.	Policy Review: Role Description for Treasurer	SCSO	Approval	✓
13.	Policy Review: Entitlements, Payments & Benefits Policy	CEO	Approval	✓
14.	Policy Review: Business Continuity & Disaster Recovery Plan	SCSO	Approval	✓
ITEMS FOR NOTING:				
15.	Share Capital Report	SCSO	Noting	✓
16.	Notifiable Events Report	SCSO	Noting	*

17.	Rent Report: August 2021	SHSO	Noting	✓
18.	Board Training Plan	SCSO	Noting	✓
19.	Policy Review Register	SCSO	Noting	✓
20.	Correspondence			
	a) SHR-Tenant & Resident Safety – Gas Safety Management Systems	Secretary	Noting	✓
	b) SHR-Scottish Housing Charter: Our Headline National Analysis & Landlord Reports	Secretary	Noting	✓
21.	Any Other Competent Business:			
	Delegated Authority: Payments	SCSO	Approval	*
22.	Date of next meeting	Chair		
	<ul style="list-style-type: none"> Monday 25th October 2021 at 6.00pm 			