



22nd April 2024

Dear Board Member,

There will be a Board Meeting on **MONDAY 29TH APRIL 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
0141-631-5005

<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 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 TO BE ARRANGED WHEN REQUIRED	Christine McCormack Morag Cameron Stephen Kelly TO BE ARRANGED WHEN REQUIRED
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	
2024/25	6.00pm	6.00pm	6.00pm	6.30pm	9.00am	6.00pm
April	29.04.24					
May	20.05.24	Thursday 09.05.24	13.05.24			
June	24.06.24					
August	26.08.24		19.08.24			
September	23.09.24			05.09.24		
October	28.10.24	14.10.24				
November	25.11.24		18.11.24			
2025/26						
Jan	27.01.25					
Feb	24.02.25		17.02.25			
March	31.03.25					
April	28.04.25					

Quorum:	Board Meetings x 4	Committee Meetings x 3
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Meeting of the Board of Craigdale Housing Association

to be held on Monday 29th April 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 (25.03.24)	Chair	Approval	✓
	b) Matters Arising from Previous Meeting (25.03.24)	Chair	Approval	✓
5.	Chief Executive Officer & Governance Report	CEO	Approval	✓
ITEMS REQUIRING A DECISION				
6.	Development Report	GHC	(20.05.24)	✘
7.	Board Schedule for 2024/25	CM	Approval	✓
8.	Annual Assurance Statement: Regulatory Standards 3	CEO	Approval	✓
9.	Policy Review:			
	a) Draft Business Plan 01.04.24 – 31.03.27	CEO	Approval	✓
	b) Financial Regulations	CM	Approval	✓
	c) Financial Procedures	CM	Approval	✓
	d) Data Protection Policy	CM	Approval	✓
	e) Retention Policy & Schedule	CM	Approval	✓
	f) Appropriate Policy Document	CM	Approval	✓
ITEMS FOR NOTING				
10.	Membership Report	CM	Noting	✓
11.	Notifiable Events (Yearly) Report	CM	Noting	✓
12.	Rent Report: March 2024	SHO	Noting	✓
13.	Board & Staff Members Training Plan	CM	Noting	✓
14.	Equalities & Human Rights Action Plan Report	CEO	Noting	✓

15.	Policy Review Register	CM	Noting	✓
16.	Register of Interests	CM	Noting	✓
17.	Complaints Half Yearly Report	CEO	Noting	✓
18.	Correspondence	Secretary	None	✗
19.	Any Other Competent Business:	Chair		
	a)		Noting	✓
20.	Date of next meeting	Chair	Noting	✗
	Monday 20th May 2024 at 6.00pm			