

BOARD & COMMITTEE MEETING SCHEDULE FOR 2025/26

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>Des Phee</u>	Chair <u>Stephen Baxter</u>	Chair <u>Louise Bacon</u>	Chair <u>XXX</u>	Chair <u>Stephen Kelly</u>
Christine McCormack Morag Cameron Claire Taylor Des Phee Louise Bacon Stephen Baxter Kevin Boyle Stephen Kelly Lucy Madigan Rebecca Leedham	Morag Cameron Claire Taylor Stephen Baxter Stephen Kelly Lucy Madigan	Christine McCormack Morag Cameron Claire Taylor Des Phee Louise Bacon Kevin Boyle Lucy Madigan Rebecca Leedham	Christine McCormack Morag Cameron TO BE ARRANGED WHEN REQUIRED	Christine McCormack Morag Cameron Des Phee Stephen Baxter Stephen Kelly Lucy Madigan TO BE ARRANGED WHEN REQUIRED
Linda Chelton Frances Cunningham Lisa Campbell Callyn McTaggart	Linda Chelton Frances Cunningham Fettes McDonald Callyn McTaggart	Lisa Campbell Frances Cunningham Daniel Murray Callyn McTaggart	Lisa Campbell Jaclyn McMahon Linda Burns	Linda Chelton Frances Cunningham

	The Board	Operational Services Committee	Audit & Assurance Committee	AGM	Business Away Day	Board Training
	Monday	Monday	Monday	Thurs	Friday	
	6.00pm	6.00pm	6.00pm	6.30pm	9.00am	6.00pm
2025/26						
May	19.05.25		12.05.25			
June	30.06.25					
August	25.08.25		18.08.25			
September	22.09.25			04.09.25		
October	27.10.25	20.10.25				
November	24.11.25		17.11.25			
2026/27						
January	19.01.26					
February	23.02.26		16.02.26			
March	30.03.26					
April	27.04.26					

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 19th May 2025 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 (28.04.25)	Chair	Approval	✓
	b) Matters Arising from Previous Meeting of the Board (28.04.25)	Chair	Noting	✓
	c) Approval of minutes of Staffing Committee Meeting (31.03.25) Private & Confidential	Chair	Approval	✓
	d) Matters Arising from Previous Meeting of the Staffing Committee Meeting (31.03.25)	Chair	Noting	✗
	e) Draft Minute of the Audit & Assurance Committee Meeting (12.05.25)	Chair	Noting	✓
	f) Matters Arising from Previous Meeting of the Audit & Assurance Committee Meeting (12.05.25) 4f5a – WBG Annual Report 2024/25 4f5b – WBG Internal Audit Plan 2025/26 4f5c – Internal Audit: Various Action Plan Update Report 4f6a – Management Accounts (Q4) 4f6b – Impairment Report 4f7a – Risk Register Report	Chair	Approval	✓
5.	Chief Executive Officer & Governance Report	CEO	Approval	✓
ITEMS REQUIRING A DECISION				
6.	Development Report: Phase 11 – Glenacre Terrace	GHC	Approval	✓
7.	Business Plan 2021-24: Strategic Objectives Delivery Plans (Q4)	CEO	Approval	✓
8.	Business Plan 2021-24: Operational Delivery Plans (Q4)	CM	Approval	✓
9.	Key Performance Indicators	SHO	Approval	✓

10.	Annual Return on the Charter 2024/25	CEO	Approval	✓
11.	a) Board & Staff Members Training Report b) Jargon Journal	CM	Approval	✓
12.	Policy Review			
	a) Estate Management	SHO	Approval	✓
13.	Tender: Tenant Satisfaction Survey	CEO	Approval	✓
14.	SHR: Loan Portfolio Annual Return 2024/25	FMD	Approval	✓
ITEMS FOR NOTING				
15.	Membership Report	CM	None	✗
16.	Notifiable Events Report	CM	None	✗
17.	Rent Report: April 2025	SHO	Noting	✓
18.	Complaints Analysis Report (01.10.24 to 31.03.25)	CEO	Noting	✓
19.	Welfare Benefits Report	WRO	Noting	✓
20.	Correspondence	Secretary		
	a)			
21.	Any Other Competent Business:	Chair		
	a)			
22.	Date of next meeting	Chair	Noting	✗
	Monday 30th June 2025 at 6.00pm			