



20th November 2023

Dear Board Member,

There will be a Board Meeting on **MONDAY 27TH NOVEMBER 2023 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 2023/24

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 Kelly</u>	Chair <u>Louise Bacon</u>	Chair <u>XXX</u>	Chair <u>XXX</u>
Christine McCormack Morag Cameron Claire Taylor Des Phee Hilary Tennant Louise Bacon Stephen Baxter Kevin Boyle Stephen Kelly Lucy Madigan	Christine McCormack Claire Taylor Hilary Tennant Stephen Baxter Stephen Kelly Morag Cameron	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 Angela Hughes	Linda Chelton Frances Cunningham Fettes McDonald	Angela Hughes 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	
2023/24	6.00pm	6.00pm	6.00pm	6.30pm	9.00am	6.00pm
Nov	27.11.23		20.11.23			27.11.23 GDPR/FOI
2024 Jan Budget	22.01.24					
Jan	29.01.24					
Feb	26.02.24		19.02.24			
March	25.03.24	11.03.24				
April	29.04.24					
May	20.05.24	T:07.05.24	13.05.24			
June	24.06.24					
August	26.08.24		19.08.24			
September	23.09.24					
October	28.10.24					
November	25.11.24	11.11.24	18.11.24			

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 27th November 2023 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 (30.10.23)	Chair	Approval	✓
	b) Matters Arising from Previous Meeting (30.10.23)	Chair	Approval	✓
	c) Draft Minutes of the Audit & Assurance Committee Meeting (20.11.23)	Chair	Noting	✓
	d) Matters Arising from the Audit & Assurance Committee Meeting (20.11.23) for Approval	Chair	Approval	✓
5.	Chief Executive Officer & Governance Report	CEO	Approval	✓
ITEMS REQUIRING A DECISION				
6.	Development Report	GHC	Approval	✓
7.	Governance Review Action Plan Report	CM	None	✘
8.	Investigation Recommendations – Action Plan Report	CEO	Approval	✓
9.	2024/2025 Rent Increase & Consultation	CEO	Approval	✓
10.	Policy Review			
	a) Repairs & Maintenance Policy	CEO	Approval	✓
	b) Flexi Time & Toil Policy	CEO	Approval	✓
ITEMS FOR NOTING				
11.	Membership Report	CM	None	✘
12.	Notifiable Events Report		Noting	✓
13.	Rent Report: October 2023	SHSO	Noting	✓
14.	Business Plan 2021-24: Strategic Objectives Delivery Plans (Year 3 – Q2)	CEO	Noting	✓

15.	Business Plan 2021-24: Operational Delivery Plans (Year 3 – Q2)	CM	Noting	✓
16.	Key Performance Indicators	CEO	Noting	✓
17.	Complaints Analysis Report (01.04.23 – 30.09.23)	CEO	Noting	✓
18.	Training: GDPR & FOI	RGDP	Training	*
19.	Correspondence			
	a) Glasgow City Council: NRS Authorised Signatory	Secretary		
	b) EVH: Members Information Exchange	Secretary		
	c) SHARE: Annual Conference 2024	Secretary		
20.	Any Other Competent Business:	Chair		
	a) Bank of Scotland: Authorised Signatories	CM	Approval	✓
21.	Date of next meeting	Chair		
	Monday 22nd January 2024 at 6.00pm (Board Meeting - Budget 2024/25) Monday 29th January 2024 at 6.00pm (Board Meeting)			