



12<sup>th</sup> January 2026

Dear Board Member,

There will be a Board Meeting on **MONDAY 19<sup>TH</sup> JANUARY 2026 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

[linda@craigdaleha.co.uk](mailto:linda@craigdaleha.co.uk)

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

### **Board Members**

Christine McCormack	
Morag Cameron	
Des Phee	Chairperson
Louise Bacon	Vice Chair
Stephen Baxter	Secretary
Kevin Boyle	
Stephen Kelly	Treasurer
Lucy Madigan	
Rebecca Leedham	
Leza Lafferty	
Maryam Idris	

BOARD & COMMITTEE MEETING SCHEDULE FOR 2026/27				
The Board	Audit & Assurance Committee	Policy Committee	Community Events Group	Staffing Committee
	Finance, Audit, Risk Man, H&S & Policy	Policy Review	Delivering community events	Extra-ordinary Staffing Issues
Chair <u>Des Phee</u>	Chair <u>Stephen Baxter</u>	Chair <u>Morag Cameron</u>	Chair <u>XXX</u>	Chair <u>Stephen Kelly</u>
Christine McCormack Morag Cameron Des Phee Louise Bacon Stephen Baxter Kevin Boyle Stephen Kelly <b>Lucy-Madigan</b> Rebecca Leedham Leza Lafferty Maryam Idris	<b>Christine McCormack</b> Morag Cameron <b>Des Phee</b> Stephen Baxter Stephen Kelly <b>Lucy-Madigan</b> Kevin Boyle	Christine McCormack Morag Cameron Louise Bacon Stephen Baxter Leza Lafferty	Christine McCormack Morag Cameron	Christine McCormack Morag Cameron Des Phee Stephen Baxter Stephen Kelly <b>Lucy-Madigan</b>
Linda Chelton Frances Cunningham Lisa Campbell Callyn McTaggart	Linda Chelton Frances Cunningham Fettes McDonald Callyn McTaggart	Linda Chelton Frances Cunningham Lisa Campbell Callyn McTaggart	Lisa Campbell Linda Burns	Linda Chelton Frances Cunningham

	The Board	Audit & Assurance Committee	Policy Committee	AGM	Business Away Day	Board Training
	Monday	Monday	Monday	Thurs	Friday	Monday
	6.00pm	6.00pm	6.00pm	6.30pm	9.00am	6.00pm
2026/27	Monthly	3 months	3 months	Annual	Annual	
January	19.01.26					26.01.26 Risk
February	23.02.26	16.02.26				
March	30.03.26		23.03.26			27.03.26 Governance
April	27.04.26					13.04.26 Equalities
May	18.05.26	11.05.26				
June	29.06.26		22.06.26			01.06.26 08.06.26 Employment
August	31.08.26	17.08.26				
September	21.09.26		14.09.26	07.09.26		
October	26.10.26				Bus Plan Day	
November	30.11.26	16.11.26				
December			07.12.26			
January	18.01.27					
February	22.02.27	15.02.27				
March	22.03.27		15.03.27			

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 19<sup>th</sup> January 2026 at 6.00pm**

**Agenda**

No	Agenda Item	Lead Person	Action Required	Enc
1.	Apologies for Absence	Chair		
2.	Chairperson's Remarks	Chair		
3.	Declarations of Interest	Chair		
4.	Minutes of Previous Meetings:			
	a) Approval of Minutes of Board Meeting (24.11.25)	Chair	Approval	Y
	b) Matters Arising from the Board Meeting (24.11.25)	Chair	Noting	Y
	c) Draft Minutes of the Policy Committee Meeting (08.12.25)	Chair	Noting	Y
	d) Matters Arising from the Policy Committee Meeting (08.12.25)	Chair	Approval	Y
	<b><u>Recommendations Approvals</u></b> 4d06: Standing Orders, Remits & Delegated Authorities 4d07: Staff Expenses Policy 4d08: Smoke Free Policy 4d09: Alcohol & Substance Misuse Policy 4d10: Fraud & Bribery Policy 4d11: Tenant Participation Strategy 4d12: Whistleblowing Policy 4d13: Dignity at Work Policy 4d14: Stress Management Model Policy 4d15: Flexible Working Policy 4d16: Flexi Time & Toil Policy			
	<b>ITEMS FOR APPROVAL</b>			
5.	Rent Increase for 2026/27	CEO	Approval	Y
6.	Draft Budget for 2026/27 (First)	FMD	Approval	Y
7.	Procurement: Phase 1 & 2 External Door Contract	CEO	Approval	Y
8.	Development Report (Confidential)	SDC	Approval	Y
9.	Membership Report	CM	Approval	Y

10.	Board Application Report	CM	Approval	Y
<b>ITEMS FOR NOTING</b>				
11.	Notifiable Events	CM	Noting	Y
12.	Rent Report: December 2025	SHO	Noting	Y
13.	Chief Executive Officer Report	CEO	Noting	Y
14.	CEO Staffing & Service Provider Report	CEO	Noting	Y
15.	Board & Staff Members Training Plan	CM	Noting	Y
16.	Policy Review Register	CM	Noting	Y
17.	Equalities & Human Rights Action Plan Report	CEO	Noting	Y
18.	Correspondence			
	a) SHARE: Annual Conference	Secretary	Noting	Y
	b) AAB: J B Bennet (Contracts) Ltd - Administration			
	c) SHR: Updated factsheets for tenants and landlords on raising a Serious Concern about a landlord			
19.	Any Other Competent Business:	Chair		
	a) Board Appraisals	CM	Discussion	N
20.	Date of next meeting	Chair	Noting	x
	<b>Monday 23<sup>rd</sup> February 2026 at 6.00pm</b>			