



17<sup>th</sup> April 2023

Dear Board Member,

There will be a Board Meeting on **MONDAY 24<sup>th</sup> APRIL 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**

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0141-631-5005

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

## 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<br><u>Des Phee</u>  | Chair<br><u>XXX</u>  | Chair<br><u>Louise Bacon</u>  | Chair<br><u>Christine McCormack</u>   | Chair<br><u>XXX</u>   |
| Christine McCormack<br>Morag Cameron<br>Claire Taylor<br>John Kilpatrick<br>Des Phee<br>Hilary Tennant<br>Louise Bacon<br>Gemma Woodrow<br>Stephen Baxter<br>Kevin Boyle<br>Stephen Kelly | Claire Taylor<br>Hilary Tennant<br>Gemma Woodrow<br>Stephen Baxter | Christine McCormack<br>Morag Cameron<br>Claire Taylor<br>Des Phee<br>Louise Bacon<br>Kevin Boyle<br>Stephen Kelly | Christine McCormack<br>Morag Cameron<br><br><b>TO BE ARRANGED WHEN REQUIRED</b> | Christine McCormack<br>Morag Cameron<br>John Kilpatrick<br>Stephen Kelly<br><br><b>TO BE ARRANGED WHEN REQUIRED</b> |
| Linda Chelton<br>Frances Cunningham<br>Lisa Campbell  | Linda Chelton<br>Frances Cunningham<br>Fettes McDonald             | Lisa Campbell<br>Frances Cunningham<br>Daniel Murray  | Lisa Campbell<br>Jaclyn McMahon   | Linda Chelton<br>Frances Cunningham   |

|                              | The Board        | Operational Services Committee | Audit & Assurance Committee | AGM          | Business Away Day | Board Training |
|------------------------------|------------------|--------------------------------|-----------------------------|--------------|-------------------|----------------|
|                              | Monday 6.00pm    | Monday 6.00pm                  | Monday 6.00pm               | Thurs 6.30pm | Friday 9.00am     | 6.00pm         |
| 2023/24                      |                  |                                |                             |              |                   |                |
| April                        | 24.04.23         |                                |                             |              |                   |                |
| May                          | Tues<br>30.05.23 | Tues<br>09.05.23               | 15.05.23                    |              |                   |                |
| June                         | 26.06.23         |                                |                             |              |                   |                |
| Aug                          | 28.08.23         |                                | 21.08.23                    |              |                   |                |
| Sept                         | 18.09.23         |                                |                             | 14.09.23     |                   |                |
| Oct                          | 30.10.23         |                                |                             |              | 27.10.23          |                |
| Nov                          | 27.11.23         | 13.11.23                       | 20.11.23                    |              |                   |                |
| 2024 Jan (Rent Consultation) | 08.01.24         |                                |                             |              |                   |                |
| Jan Budget                   | 22.01.24         |                                |                             |              |                   |                |
| Jan                          | 29.01.24         |                                |                             |              |                   |                |
| Feb                          | 26.02.24         |                                | 19.02.24                    |              |                   |                |
| March                        | 25.03.24         |                                |                             |              |                   |                |
| April                        | 29.04.24         |                                |                             |              |                   |                |

|                |                           |                               |
|----------------|---------------------------|-------------------------------|
| <b>Quorum:</b> | <b>Board Meetings x 4</b> | <b>Committee Meetings x 3</b> |
|----------------|---------------------------|-------------------------------|

# Meeting of the Board of Craigdale Housing Association

to be held on Monday 24<sup>th</sup> April 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 (27.03.23)             | Chair       | Approval        | ✓   |
|                                   | b) Matters Arising from Previous Meeting (27.03.23)            | Chair       | Approval        | ✓   |
| 5.                                | Chief Executive Officer & Governance Report                    | CEO         | Approval        | ✓   |
| <b>ITEMS REQUIRING A DECISION</b> |  |             |                 |     |
| 6.                                | Development Report:  |             |                 |     |
|                                   | a) Phase 10 – Glenacre Terrace Update Report                   | GHC         | Approval        | ✓   |
|                                   | b) Phase 11 – Glenacre Terrace Update Report                   | GHC         | Approval        | ✓   |
| 7.                                | Governance Review Action Plan Report                           | SCSO        | Noting          | ✓   |
| 8.                                | Equalities & Human Rights Action Plan Report                   | CEO         | Approval        | ✓   |
| 9.                                | Investigation Recommendation – Action Plan Report              | CEO         | Approval        | ✓   |
| 10.                               | Board & Staff Members Training Plan                            | SCSO        | Approval        | ✓   |
| 11.                               | Tender Report: Boiler & Distribution Replacement (Phase 1 & 2) | CEO         | Approval        | ✓   |
| <b>ITEMS FOR NOTING</b>           |  |             |                 |     |
| 12.                               | Rent Report: March 2023  | SHSO        | Noting          | ✓   |
| 13.                               | Share Capital Report   | SCSO        | Noting          | ✓   |
| 14.                               | Notifiable Events Yearly Report                                | SCSO        | Noting          | ✓   |
| 15.                               | Policy Review Register   | SCSO        | Noting          | ✓   |
| 16.                               | Register of Interests  | SCSO        | Noting          | ✓   |
| 17.                               | Complaints Half Yearly Report                                  | CEO         | Noting          | ✓   |
| 18.                               | Correspondence   |             |                 |     |
|                                   | a) EVH Newsletter – April 2023                                 | Secretary   | Noting          | ✓   |
|                                   | b) TPAS Annual Conference (28/30 June 2023)                    |             |                 |     |
|                                   | c) SHR – Investigation Action Plan email                       |             |                 |     |
|                                   | d) SHR – Engagement Plan                                       |             |                 |     |
| 19.                               | Any Other Competent Business:                                  | Chair       |                 |     |
|                                   |  |             |                 |     |

|     |   |       |  |
|-----|---|-------|--|
| 20. | Date of next meeting                              | Chair |  |
|     | <b>TUESDAY 30<sup>TH</sup> MAY 2023 at 6.00pm</b> |       |  |