



19<sup>th</sup> June 2023

Dear Board Member,

There will be a Board Meeting on **MONDAY 26<sup>TH</sup> JUNE 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](mailto:linda@craigdaleha.co.uk)  
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 OPENNESS TRUST 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 <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 John Kilpatrick Des Phee Hilary Tennant Louise Bacon Gemma Woodrow Stephen Baxter Kevin Boyle Stephen Kelly	Christine McCormack Claire Taylor Hilary Tennant Gemma Woodrow Stephen Baxter Stephen Kelly  Morag Cameron (AGM)	Christine McCormack Morag Cameron Claire Taylor Des Phee Louise Bacon Kevin Boyle Stephen Kelly	Christine McCormack Morag Cameron   <b>TO BE ARRANGED WHEN REQUIRED</b>	Christine McCormack Morag Cameron John Kilpatrick Stephen Kelly   <b>TO BE ARRANGED WHEN REQUIRED</b>
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	
<b>2023/24</b>	6.00pm	6.00pm	6.00pm	6.30pm	9.00am	6.00pm
<b>June</b>	26.06.23					
<b>Aug</b>	28.08.23		21.08.23			
<b>Sept</b>	18.09.23			14.09.23		
<b>Oct</b>	30.10.23				27.10.23	
<b>Nov</b>	27.11.23	13.11.23	20.11.23			
<b>2024 Jan Budget</b>	22.01.24					
<b>Jan</b>	29.01.24					
<b>Feb</b>	26.02.24		19.02.24			
<b>March</b>	25.03.24					
<b>April</b>	29.04.24					
<b>May</b>						

<b>Quorum:</b>	<b>Board Meetings x 4</b>	<b>Committee Meetings x 3</b>
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# Meeting of the Board of Craigdale Housing Association

to be held on Monday 26<sup>th</sup> June 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 (30.05.23)	Chair	Approval	✓
	b) Matters Arising from Previous Meeting (30.05.23)	Chair	Approval	✓
5.	Chief Executive Officer & Governance Report	CEO	Approval	✓
<b>ITEMS REQUIRING A DECISION</b>				
6.	Development Report:	None	None	✗
7.	Governance Review Action Plan Report	SCSO	Noting	✓
8.	Investigation Recommendations – Action Plan Report	CEO	Approval	✓
9.	Loan Portfolio Return to Scottish Housing Regulator	FMD	Approval	✓
10.	Treasury Management Report	FMD	Approval	✓
11.	Policy Review: GDPR & FOI a) Policy Review Cover Report b) Information Security & Personal Data Breach Management Procedure c) Data Subject Rights Procedure d) Appropriate Policy Document e) Legitimate Interests Assessment (LIA) Disaster Planning f) Legitimate Interests Assessment (LIA) Void Property Management g) Legitimate Interests Assessment (LIA) References	SCSO	Approval	✓
12.	Tender Report: Reactive Maintenance Framework	Atkinson Partnership Ltd	Approval	✓
<b>ITEMS FOR NOTING</b>				
13.	Share Capital Report	SCSO	None	✗
14.	Notifiable Events Report	SCSO	None	✗

15.	Rent Report: May 2023	SHSO	Noting	✓
16.	Welfare Advice Team Annual Report 2022/23	WRO	Noting	✓
17.	Procurement Yearly Summary Report	CEO	Noting	✓
18.	Equalities & Human Rights Action Plan Report	CEO	Noting	✓
19.	Board & Staff Members Training Plan	SCSO	Noting	✓
20.	Policy Review Register	SCSO		
21.	Correspondence			
	a) SHARE: Board Member Vacancies	Secretary	Noting	✓
22.	Any Other Competent Business:	Chair		
	a) EVH Finance & RSL Presentation		Noting	✓
23.	Date of next meeting	Chair		
	<b>Monday 28<sup>th</sup> August 2023 at 6.00pm</b>			