

**SANCTUARY SCOTLAND HOUSING ASSOCIATION LIMITED
("SANCTUARY SCOTLAND HOUSING ASSOCIATION")**

**Minutes of a meeting of the Board of Management of Sanctuary Scotland
Housing Association Limited held via Microsoft Teams on Tuesday 8
December 2020.**

Attendance record since AGM September 2020

Present

Alan West, Chairperson	2/2
j', Vice Chair	2/2
Alex Clark, Vice Chair	2/2
John Arthur	2/2
Peter Cowe	2/2
Michael McGrane	2/2
James Docherty	2/2
Suzanne McCallum	2/2
Sanctuary Housing Association (Represented by Patricia Cahill, Director - Sanctuary Scotland)	2/2

In attendance

Joe Dewar, Senior Regional Asset Manager (Item 263/12/20)
Gillian Lavety, Development Director - Scotland (Items 257/12/20, 258/12/20
and 262/12/20)
Joyce McQuat, PA
Paul Smith, Head of Financial Reporting (Item 260/12/20)

Apologies

Gillian MacPhie

**The Chairperson welcomed everyone to the meeting and introduced
Andrew Manning-Cox, Chairperson, Sanctuary Group.**

246/12/20

APOLOGIES

An apology for absence had been received from Gillian MacPhie.

The Chairperson reported that the meeting had been duly convened and that a quorum was present for the purposes of the business to be considered and, if thought fit, resolutions to be passed at the meeting.

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247/12/20 ANNUAL DECLARATIONS OF INTEREST

The Board of Management noted the report in respect of the annual declaration of interest made by the Board Members.

**248/12/20 APPROVAL OF MINUTES OF THE BOARD OF MANAGEMENT MEETING
HELD ON 15 SEPTEMBER 2020**

Decision: The Board of Management approved the minutes of the meeting held on 15 September 2020.

252/12/20 DIRECTOR'S REPORT

The Board of Management considered a report providing an update on issues relating to Sanctuary Scotland Housing Association and its activities.

Patricia Cahill referred to a letter from Glasgow City Council requesting temporary changes to the approach to lettings which included a higher percentage of properties to homeless households and included allowing under occupancy by two bedrooms and flipping tenancies which had been temporary to permanent. The Board of Management had previously remitted this to the Director to consider the implications and suitability of adopting these changes. Patricia Cahill summarised the proposed temporary changes to the Local Lettings Strategies.

Decision: The Board of Management approved the temporary changes to the Local Lettings Strategies.

Decision: The Board of Management approved the lease of an additional four properties to North Lanarkshire Women's Aid for the purpose of providing temporary accommodation to women and children fleeing domestic abuse.

253/12/20 SANCTUARY SCOTLAND STAFFING STRUCTURE

The Board of Management considered a report proposing changes to the current staffing structure for housing management services within Sanctuary Scotland Housing Association.

Decision: The Board of Management approved the proposed changes to the staffing structure as detailed in the report.

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254/12/20 SANCTUARY SCOTLAND HOUSING ASSOCIATION RULES REVIEW

The Board of Management considered a report from the Company Secretary seeking approval of amendments to Sanctuary Scotland Housing Association Rules (the Rules).

Patricia Cahill highlighted that the Scottish Federation of Housing Associations (SFHA) had produced new model rules this year introducing key changes as detailed in the report. BurnessPaull LLP carried out the required amendments and undertook a comparison with the SFHA model rules 2020.

The revised rules were considered and approved by Group Board at their meeting on 18 November 2020.

Decision: The Board of Management agreed to recommend to shareholders at a Special General Meeting on 23 December 2020 the proposed changes to the Association Rules.

257/12/20 DISPOSAL OF SITE AT AUCHENBOTHIE ROAD, PORT GLASGOW

258/12/20 HAWICK STREET, YOKER, GLASGOW

Exempt from publication under section 33(1)(b) commercial interests and the economy.

261/12/20 OPERATIONAL PERFORMANCE

The Board of Management considered a report summarising operational performance to the end of September 2020 (quarter two, period six), in respect of housing management services in Scotland.

262/12/20 DEVELOPMENT UPDATE

The Board of Management considered and discussed a report providing an update on the Group's Affordable Housing Programme in Scotland.

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263/12/20 ASSET MANAGEMENT STRATEGY UPDATE

The Board of Management considered and discussed a report providing an update on the status of capital and cyclical investment projects for 2020/2021.

264/12/20 HEALTH, SAFETY AND COMPLIANCE

The Board of Management considered and noted a report providing an update on the development, promotion and implementation of health and safety matters across Sanctuary Scotland Housing Association.

265/12/20 COMMUNITY INVESTMENT UPDATE

The Board of Management considered and noted a report detailing the progress and outcomes achieved by the Community Investment Team.

266/12/20 BOARD MINUTES

The Board of Management considered and noted a report submitting the minutes of the Group Board meetings and the Sanctuary Homes (Scotland) Limited Board meeting held since the last meeting.

267/12/20 RISKS REVIEW

The Board of Management agreed that no changes were required to the risk map as a result of discussions at the meeting.

268/12/20 OTHER COMPETENT BUSINESS

No other items of competent business were raised.

Date of next meeting: Tuesday 9 February 2021.