

PRIVATE AND CONFIDENTIAL

**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 in Cumbernauld, Glasgow
on Tuesday 8 February 2022.**

Attendance record since AGM September 2021

Present

Alan West, Chairperson	3/3
Alex Clark, Vice Chair	3/3
John Arthur	3/3
Peter Cowe	3/3
James Docherty	3/3
Michael McGrane	3/3
Gillian MacPhie	2/3
Sanctuary Housing Association (represented by Patricia Cahill, Director - Sanctuary Scotland)	3/3

Apologies

j'	0/3
Suzanne McCallum	1/3

In attendance

Andrew Manning-Cox, Group Chair (via MsTeams) (Items 01/02/22 - 13/02/22)
Campbell Kinloch, Head of Housing
Gillian Lavety, Development Director - Scotland
Sandy McCutcheon, Head of Operations - Property
Paul Smith, Head of Financial Reporting (via MsTeams) (Items 11/02/22 and 12/02/22)
Chris Kelly, PA

The Chairperson welcomed everyone to the meeting.

01/02/22

APOLOGIES

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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02/02/22 DECLARATIONS OF INTEREST

The Chairperson reminded members of the need, in accordance with the provisions of Sanctuary Scotland Housing Association's Standing Orders, to disclose any personal interests in relation to matters under consideration at the meeting that were out with the annual declarations made.

It was noted that such disclosures would be recorded under the relevant agenda items for ease of reference when producing 'extract minutes'.

03/02/22 MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 14 DECEMBER 2021

The minutes of the meeting of the Board of Management held on 14 December 2021 were approved.

06/02/22 DIRECTOR'S REPORT

The Board of Management considered a report providing an update on issues relating to Sanctuary Scotland Housing Association and its activities, which were not reported under other items on the agenda and to seek approval for items of an operational nature that lay within the Board of Management's remit.

Decision: The Board of Management approved the renewal of membership of the SFHA for 2022/2023.

Decision: The Board of Management endorsed the Group Board approval of a further three-year term for John Arthur on the Board of Management.

Decision: The Board of Management approved a further three-year term for Claire Barclay on the Central Area Committee.

08/02/22 ANNUAL ASSURANCE STATEMENT

The Board of Management considered a report providing a timetable for complying with the 2022 Annual Assurance Statement requirements and confirmed how the National Residents Scrutiny Panel, Area Committees and Senior Management Team would be involved.

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Patricia Cahill summarised the report and highlighted that the report also provided the self-assessment exercise in relation to organisational details and constitutional requirements to give Board Members the assurance that Sanctuary Scotland Housing Association was compliant with Chapter Three of the Regulatory Framework in this area.

Decision: The Board of Management approved the proposed timetable and approach to self-assessment.

Decision: The Board of Management considered the self-assessment exercise and approved that the evidence highlighted confirmed that Sanctuary Scotland Housing Association be considered to be compliant.

09/02/22 ANNUAL RENT INCREASE 2022/2023

The Board of Management considered a report seeking approval for the proposed rent increase for 2022/2023.

After consideration, the Board of Management noted the report on the proposed rent increase for 2022/2023 and agreed the following:

Decision: The Board of Management agreed that rent levels for residential properties be increased by three per cent from the relevant increase dates in July 2022.

Decision: The Board of Management agreed that those properties with a contractual guarantee of rent increases limited to RPI only be increased by three per cent.

Decision: The Board of Management agreed that rent levels for garage lock ups be frozen for 2022/2023 in order to stimulate demand for garages.

Decision: The Board of Management agreed that service charges, including supported housing developments, be set at levels which ensured that the projected service charge costs for these properties were recovered; and

Decision: The Board of Management agreed that the monetary multiplier for HAG-funded and other similar developments be increased by three per cent to £53.79 per point per annum.

Date of next meeting: Tuesday 12 April 2022