

PRIVATE AND CONFIDENTIAL

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

Draft Minutes of a meeting of the Board of Management of Sanctuary Scotland Housing Association Limited held on Tuesday 16 April 2024 in 26 Glenmore Avenue, Toryglen, Glasgow, G42 0EH and via Microsoft Teams.

Attendance record since AGM September 2023

Present

Alan West, Chairperson	4/4
Alex Clark, Vice Chair (via MS Teams)	4/4
'J', Vice Chair (via MS Teams)	4/4
John Arthur	4/4
James Docherty	4/4
Gillian MacPhie (from Item 38/04/24 via MS Teams)	4/4
Sanctuary Housing Association	4/4
Peter Cowe	4/4
Michael McGrane (via MS Teams)	4/4
Nigel Wilcock	4/4

In attendance

Andrew Manning-Cox, Group Chair
Olu Odeniyi, Group Board Member
James Thallon, Group Board Member
Gillian Lavety, Development Director
Marie Campbell, Personal Assistant

26/04/24 APOLOGIES

There were no 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.

27/04/24 DECLARATIONS OF INTEREST

The Chairperson reminded Board of Management Members of the need, in accordance with the provisions of Sanctuary Scotland Housing Association's

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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’.

**28/04/24 MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 13
FEBRUARY 2024**

The Chairperson asked if Board members required any amendments to the minutes. No amendments were requested.

Decision: The minutes of the meeting of the Board of Management held on 13 February 2024 were approved on the motion of James Docherty, seconded by Nigel Wilcock.

30/04/24 SCHEDULE OF ACTIONS AND DECISIONS OF SPECIAL COMMITTEES

The Board considered and noted the Schedule of Actions and Decisions of the most recent meetings of the Central Area Committee held on 21 February 2024 and the North East Area Committee held on 22 February 2024.

Decision: The Board of Management approved the reappointment of a member to the Central Area Committee for a further three year term.

31/04/24 DIRECTOR’S REPORT

The Board of Management noted the detailed report on operational matters relating to Sanctuary Scotland Housing Association.

Decision: The Board of Management approved the proposal to revise rents to social levels for six properties in Aberdeen and bring properties back into general needs letting.

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33/04/24 ANNUAL RETURN ON THE CHARTER 2023/2024

The Board of Management considered and noted the report.

Decision: The Board of Management approved the process for the submission of the Annual Return on the Charter 2023/2024, due for submission to the Regulator by 31 May 2024.

36/04/24 ANNUAL ASSURANCE STATEMENT

The Board of Management noted the report setting out the process and work for evidencing compliance with Chapter Three of the Regulatory Framework.

Decision: The Board of Management agreed and approved that the evidence highlighted confirmed Sanctuary Scotland Housing Association could be considered compliant with Chapter Three of the Regulatory Framework.

37/04/24 SANCTUARY SCOTLAND STANDING ORDERS AND FINANCIAL REGULATIONS

The Board of Management noted and considered the report detailing the changes made to the Standing Orders and Financial Regulations for Sanctuary Scotland, since the previous update at the meeting in December 2023.

Decision: The Board of Management approved the changes to the Standing Orders and Financial Regulations for Scotland.

Gillian McPhee joined the meeting.

Date of next meeting: Tuesday 18 June 2024