

## **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 on Tuesday 18 February 2025 via Microsoft Teams.**

---

Attendance record since AGM September 2024

##### **Present**

Nigel Wilcock, Chairperson	3/3
Alex Clark, Vice Chair	3/3
'J', Vice Chair	3/3
John Arthur	2/3
James Docherty	3/3
Gillian MacPhie	3/3
Sanctuary Housing Association	3/3
Peter Cowe (up to Item 15/02/25)	3/3
Alan West	3/3
Michael McGrane	3/3
Steven Loomes	1/1
Pooja Joglekar	1/1

##### **In attendance**

John Campbell, Head of Housing  
Marie Campbell, Personal Assistant

---

**01/02/25**

#### **BOARD MEMBERSHIP**

The Board of Management noted and endorsed the changes to the Board membership of Sanctuary Scotland Housing Association.

**02/02/25**

#### **APOLOGIES**

There were no apologies received; all Board of Management Members were present.

## **PRIVATE AND CONFIDENTIAL**

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

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.

#### **03/02/25      DECLARATIONS OF INTEREST**

The Chairperson reminded Board of Management 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'.

#### **04/02/25      MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 17 DECEMBER 2024**

The Chairperson asked if Board members required any amendments to the minutes; no amendments were required.

Decision: The minutes of the Board of Management Meeting held on 17 December 2024 were approved.

#### **09/02/25      OUTCOME OF CONSULTATION ON PROPOSED RENT INCREASES**

The Board of Management considered a report on the consultation exercise held on the proposed rent increases, noting the responses thereto. A lengthy discussion ensued as to the concerns raised in the feedback, noting that all responses would be followed up with support provided where appropriate.

A Board Member expressed concern regarding the disappointing level of feedback from tenants. It was agreed that further discussion should be held to consider how to improve the level of feedback from tenants, possibly a subject for the Strategy Day in November.

## **PRIVATE AND CONFIDENTIAL**

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

A Board Member enquired as to the rent levels for a one bedroomed property in Aberdeen City. The Head of Housing advised that the income levels in each area were considered when setting rents and where individual incomes were lower than the average, tenants could obtain additional benefits. It was further noted that staff work closely with tenants to maximise income.

In noting the difficulty of the consultation process and the detailed work involved, the Board of Management conveyed thanks to the Head of Housing and his team.

Decision: The Board of Management approved:

- that rent levels for residential properties would be increased by 4.1 per cent for properties where there was no restriction due to a rent guarantee, and RPI flat where there was a restriction, from the relevant increase dates in July 2025;
- that service charges, including supported housing developments, would be set at levels which ensured that the projected service charge costs for these properties were recovered; and that the monetary multiplier for HAG-fund and other similar developments be increased by 4.1 per cent to £62.79 per point per annum.

**13/02/25**

### **ANNUAL ASSURANCE STATEMENT**

The Board of Management considered the proposed timetable and approach to self-assessment for the Annual Assurance Statement for 2025, and the self-assessment in relation to constitutional requirements for Chapter Three of the Regulatory Framework.

Decision: The Board of Management approved:

- the proposed timetable and approach to self-assessment for 2025;
- that the evidence highlighted confirmed that Sanctuary Scotland Housing Association could be considered compliant with regulatory requirements.

**PRIVATE AND CONFIDENTIAL**

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