

PRIVATE AND CONFIDENTIAL

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

Minutes of the meeting of the Board of Management of Sanctuary Scotland Housing Association Limited held on Tuesday 17 June 2025 at Sanctuary Scotland, 185 Turnberry Avenue, Dundee, DD2 3WN and via Microsoft Teams.

Attendance record since AGM September 2024

Present

| | |
|-------------------------------|-----|
| Nigel Wilcock, Chairperson | 5/5 |
| Alex Clark, Vice Chair | 5/5 |
| 'J', Vice Chair | 5/5 |
| John Arthur | 4/5 |
| James Docherty | 5/5 |
| Sanctuary Housing Association | 5/5 |
| Peter Cowe | 5/5 |
| Michael McGrane | 4/5 |
| Steve Loomes | 3/3 |

Apologies

| | |
|----------------|-----|
| Pooja Joglekar | 2/3 |
|----------------|-----|

In attendance

Marie Campbell, Personal Assistant

46/06/25

APOLOGIES

Apologies were received from Pooja Joglekar; all other Board Members were present.

The Board of Management noted the resignation of Gillian MacPhie and requested that its best wishes and thanks be conveyed for the service provided to 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.

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47/06/25 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'.

48/06/25 MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 15 APRIL 2025

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

Decision: The minutes were approved.

51/06/25 SCHEDULE OF ACTIONS AND DECISIONS OF SPECIAL COMMITTEES

The Board of Management noted the schedules and actions and decisions of the Central Area Committee meeting on 14 May 2025 and the North East Area Committee (NEAC) meeting on 29 May 2025. The following was approved:

- The re-election of Committee Members on the NEAC for a further three-year term.
- The resignation of a committee member from the NEAC and further recruitment.
- The Lettings Strategies in respect of:
 - North Lanarkshire and Edinburgh
 - Glasgow and West of Scotland
 - Aberdeen and Aberdeenshire
 - Ardlar and Angus, including the proposal to consult on joining both the Dundee City Council and Angus common housing registers.

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- Beechwood, including the proposal including the proposal to consult on joining the Dundee City Council common housing register.
- The updated policies on: Tenancy Management and Aids and adaptations.

53/06/25 CHAIR'S UPDATE

The Chair provided members with an update on Groupwide matters.

54/06/25 ANNUAL ASSURANCE STATEMENT

Decision: The Board of Management approved that the evidence highlighted confirmed that Sanctuary Scotland Housing Association was considered to be compliant with Chapter Three of the Regulatory Framework in relation to the Annual Assurance Statement.

56/06/25 SANCTUARY SCOTLAND OPERATIONS PLAN 2025/2026

The Board of Management noted and considered the report, noting the consultation process throughout the staff teams, successful outcomes achieved, and the positive feedback received from the Scottish Housing Regulator.

The Board of Management asked that its appreciation and thanks be conveyed to staff for all their efforts and hard work.

Decision: The Board of Management approved the Operations Plan for 2025/2026 for Sanctuary Scotland Housing Association.

Date of next meeting: Tuesday 5 August 2025