

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 5 August 2025 at Sanctuary Scotland, 26 Glenmore Avenue, Glasgow, G2 0EH and via Microsoft Teams.

Attendance record since AGM September 2024

Present

Nigel Wilcock, Chairperson	6/6
Alex Clark, Vice Chair (Microsoft Teams)	6/6
'J', Vice Chair	6/6
John Arthur	5/6
James Docherty	6/6
Sanctuary Housing Association	6/6
Peter Cowe	6/6
Michael McGrane	5/6
Steve Loomes	4/4
Pooja Joglekar	3/4

In attendance

Marie Campbell, Personal Assistant

71/08/25

APOLOGIES

No apologies were received; all Board Members were present.

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.

PRIVATE AND CONFIDENTIAL

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

72/08/25 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'.

73/08/25 MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 17 JUNE 2025

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

Decision: The minutes were approved and arrangements made for the Chairperson to sign via DocuSign.

76/08/25 CHAIR'S UPDATE

The Board of Management noted the update provided by the Chairperson.

77/08/25 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.

In response to a question raised by a Board Member regarding the Whistleblowing Policy, it was noted that staff had numerous opportunities to feed in, annual mandatory training, the Staff Council, one to one meetings and an open door policy across the organisation.

PRIVATE AND CONFIDENTIAL

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

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.

80/08/25

**ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2025**

The detailed Annual Report and Financial Statements for Sanctuary Scotland Housing Association to 31 March 2025 were presented alongside the Letter of Representation, noting that minor changing to wording may be required before final sign off.

Decision: The Annual Report and Financial Statements to 31 March 2025 were approved with delegated authority provided to the signatories, to agree any minor changes required resulting from the final audit comments.

81/08/25

FINANCIAL STATEMENTS - REGULATOR'S RETURN

The Board of Management received the audited Financial Statements return to be submitted to the Scottish Housing Regulator in accordance with the reporting standard FRS 102, noting that the Annual Report and Financial Statements, on which the restatement was based, were prepared in accordance with International Financial Reporting Standards.

Decision: The Board of Management approved the restatement for submission to the Scottish Housing Regulator.

Date of next meeting: Tuesday 9 September 2025