

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 16 December
2025 via Microsoft Teams.**

Attendance record since AGM September 2025

Present

Nigel Wilcock, Chairperson	2/2
John Arthur, Vice Chair	2/2
'J', Vice Chair	2/2
Alex Clark	2/2
Sanctuary Housing Association	2/2
Peter Cowe	2/2
Michael McGrane	2/2
Steve Loomes	2/2

Apologies

Pooja Joglekar	1/2
James Docherty	1/2

In attendance

Marie Campbell, Personal Assistant

114/12/25 BOARD MEMBERSHIP

The Board of Management noted the reappointments to the Board of Management of Sanctuary Scotland Housing Association.

115/12/25 APOLOGIES

Apologies were received from Pooja Joglekar and James Docherty.

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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116/12/25 ANNUAL DECLARATIONS OF INTEREST

The Board of Management received a report in respect of the annual declarations of interest made by Board of Management Members.

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.

A Board Member declared an interest as a tenant member of Sanctuary Scotland Housing Association in relation to Minute 123/12/25, Consultation on the Proposed Rent Increases for 2026.

117/12/25 MINUTES OF THE BOARD OF MANAGEMENT MEETINGS HELD ON 9 SEPTEMBER 2025

Decision: Subject to an amendment, the minutes of the Board meeting held on 9 September 2025 were approved.

119/12/25 SCHEDULE OF ACTIONS AND DECISIONS OF SPECIAL COMMITTEES

The Board of Management noted the schedules and actions and decisions of the Central Area Committee dated 19 November 2025, and the North East Area Committee dated 20 November 2025.

Decision: The Board of Management approved the following:

- The appointment of the Chair of the Central Area Committee;
- The appointment of the Chair of the North East Area Committee;
- The re-election of Committee Members on the Central Area Committee for a further three year term;
- The resignation of a Committee Member from the North East Area Committee and proposals for further recruitment;

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121/12/25 DIRECTOR'S REPORT

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

Decision: The Board of Management approved the proposal to harmonise the current resident involvement activity in Scotland with Sanctuary Group (the Group) resident activity.

122/12/25 CHAIR'S UPDATE

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

123/12/25 CONSULTATION ON PROPOSED RENT INCREASE FOR 2026

Decision: The Board of Management approved the approach to rent consultation for 2026/2027 to consult on a rent increase of November retail price index (RPI) plus 1 per cent for properties where there is no restriction due to a rent guarantee, and RPI flat where there is a restriction.

128/12/25 OSCR ANNUAL RETURN 2025

Decision: The Board of Management reviewed and approved the contents of the Return and authorised submission of the Return to the Office of the Scottish Charity Regulator, using its online system, noting the new requirement to submit charity trustee information.

129/12/25 SANCTUARY SCOTLAND STANDING ORDERS AND FINANCIAL REGULATIONS

The Board of Management noted the report on the updates required to the Standing Orders for Scotland.

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

Date of next meeting: Tuesday 17 February 2026