

**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 in Aberdeen and via  
Microsoft Teams on Tuesday 14 June 2022.**

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Attendance record since AGM September 2021

**Present**

Alan West, Chairperson	5/5
Alex Clark, Vice Chair (via Microsoft Teams)	5/5
John Arthur	5/5
Peter Cowe	5/5
James Docherty	5/5
Michael McGrane (via Microsoft Teams)	5/5
Gillian MacPhie (via Microsoft Teams)	4/5
Sanctuary Housing Association (Represented by Patricia Cahill, Director - Sanctuary Scotland) (via Microsoft Teams)	5/5

**Apologies**

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**In attendance**

Craig Moule, Group Chief Executive  
John Campbell, Head of Housing  
Chris Kelly, PA (via Microsoft Teams)

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**The Chairperson welcomed everyone to the meeting.**

**46/06/22**

**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.

The Chairperson welcomed the Group Chief Executive to the meeting.

**47/06/22**

**DECLARATIONS OF INTEREST**

The Chairperson reminded members of the need, in accordance with the provisions of Sanctuary Scotland Housing Association's Standing Orders, to

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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'.

**48/06/22 MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 12 APRIL 2022**

The minutes of the meeting of the Board of Management held on 12 April 2022 were approved.

**51/06/22 SCHEDULE OF ACTIONS AND DECISIONS OF SPECIAL COMMITTEES**

The Board of Management considered a report submitting the schedules of actions and decisions of the Central Area Committee meeting held on 18 May 2022 and the North East Area Committee meeting held on 19 May 2022.

Decision: The Board of Management approved the 2022/2023 Letting Strategies for North Lanarkshire and Edinburgh, Glasgow and West of Scotland, Aberdeen and Aberdeenshire, Dundee (Ardler) and Arbroath, and Beechwood.

Decision: The Board of Management approved the reviewed Tenancy Management Policy and Aids and Adaptations Policy.

**58/06/22 ANNUAL ASSURANCE STATEMENT**

The Board of Management considered a report presenting self-assessment work in relation to the Standards of Governance and Financial Management to give Board of Management Members the assurance that Sanctuary Scotland Housing Association was compliant with Chapter Three of the Regulatory Framework in these areas.

Patricia Cahill summarised the information contained in the report and highlighted that given the level of evidence against each of the headings it was recommended that the Board of Management consider Sanctuary Scotland Housing Association to be compliant, with no items of materiality needing to be highlighted to the SHR.

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Decision: The Board of Management considered the self-assessment exercise and approved that the evidence highlighted confirmed that Sanctuary Scotland Housing Association be considered compliant.

**59/06/22 OPERATIONS PLAN 2022/2023**

The Board of Management considered a report submitting the draft Operations Plan (the Plan) for Sanctuary Scotland Housing Association for 2022/2023.

Decision: The Board of Management approved the Operations Plan for 2022/2023 for Sanctuary Scotland Housing Association.

**Date of next meeting: Tuesday 9 August 2022.**