

**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 held via telephone conference on 14  
April 2020.**

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Attendance record since AGM September 2019

**Present**

Alan West, Chairperson	4/4
j', Vice Chairperson	4/4
Alex Clark, Vice Chairperson	3/4
John Arthur	4/4
Peter Cowe	4/4
Michael McGrane	4/4
James Docherty	3/3
Gillian MacPhie	2/2
Suzanne Phee	2/4
Sanctuary Housing Association (represented by Patricia Cahill, Director - Sanctuary Scotland	4/4

**In attendance**

Nick Garner, Sanctuary Group, Financial Controller  
Gillian Lavety, Development Director - Scotland  
Joyce McQuat, PA  
Tony O'Neill, Director - Asset Services

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**The Chairperson welcomed everyone to the fourth meeting of the Board  
of Management following the Annual General Meeting and the first  
virtual meeting.**

**155/04/20**

**APOLOGIES**

No apologies for absence had been received.

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.

**156/04/20**

**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 outwith 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'.

**157/04/20 APPROVAL OF MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 11 FEBRUARY 2020**

Decision: The minutes of the meeting of the Board of Management held on 11 February 2020 were approved.

**158/04/20 MATTERS ARISING FROM MINUTES OF THE BOARD OF MANAGEMENT MEETING HELD ON 11 FEBRUARY 2020**

The Board of Management considered and noted the schedule of action points.

**159/04/20 SCHEDULE OF ACTIONS AND DECISIONS OF SPECIAL COMMITTEES**

The Board of Management considered a report submitting the schedule of actions and decisions of the meeting of the Central Area Committee (CAC) and the North East Area Committee (NEAC) held since the last meeting.

After consideration, the Board of Management noted the schedule of actions and decisions of the CAC and NEAC meetings.

Decision: The Board of Management approved the Domestic Abuse Policy.

**160/04/20 ACTIONS SINCE LAST MEETING REPORT**

The Board of Management endorsed actions taken since the last meeting.

**161/04/20 DIRECTOR'S REPORT**

The Board of Management considered a report providing an update on issues relating to Sanctuary Scotland Housing Association and its activities

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and to seek approval for items of an operational nature that lay within the Board of Management's remit.

Decision: The Board of Management approved the letting of six properties to Glasgow City Council for the purpose of providing temporary accommodation to homeless persons.

**162/04/20**      **TRANSFER OF ENGAGEMENTS** - Exempt from publication under Section 33(1)(b) (Commercial interests and the economy) of the Act.

**163/04/20**      **ANNUAL ASSURANCE STATEMENT**

The Board of Management considered a report providing feedback from the Scottish Housing Regulator on the Annual Assurance Statement submitted for 2019.

Decision: The Board of Management approved that the evidence highlighted and confirmed that Sanctuary Scotland Housing Association can be considered to be compliant in this area.

**164/04/20**      **AUDIT PLAN FOR THE YEAR ENDED 2020** - Exempt from publication under Section 33(1)(b) (Commercial interests and the economy) of the Act.

**165/04/20**      **FINANCIAL PERFORMANCE**

The Board of Management considered and noted a report providing an update on financial performance.

**166/04/20**      **DEVELOPMENT UPDATE**

The Board of Management considered and noted a report providing an update on the Group's Affordable Housing Programme in Scotland.

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**167/0420 ASSET MANAGEMENT STRATEGY UPDATE AND REINVESTMENT AND  
CYCLICAL MAINTENANCE ANNUAL REPORT**

The Board of Management considered and noted a report providing an update on the Cumbernauld Strategy and the status of the capital and cyclical investment projects for 2019/2020.

**168/04/20 HEALTH, SAFETY AND COMPLIANCE**

The Board of Management considered and noted a report providing an update on the development, promotion and implementation of health and safety matters across Sanctuary Scotland Housing Association.

**169/04/20 FREEDOM OF INFORMATION (SCOTLAND) ACT 2002**

The Board of Management considered and noted a report providing an update following the implementation of the Freedom of Information (Scotland) Act 2002 which came into effect on 11 November 2019.

**170/04/20 COMMUNITY INVESTMENT UPDATE**

The Board of Management noted a report providing an update on the Community Investment service for the period January 2020 to March 2020.

**171/04/20 BOARD MINUTES**

The Board of Management noted the content of the minutes of the Group Board meeting and Sanctuary Homes (Scotland) Board meeting.

**172/04/20 RISKS REVIEW**

The Board of Management agreed that no changes were required to the risk map as a result of discussions at the meeting.

**173/04/20 OTHER COMPETENT BUSINESS**

No other items of competent business were raised.