



**MINUTES OF A MEETING OF THE BOARD OF MANAGEMENT OF ANCHO
LIMITED HELD AT SOVEREIGN HOUSE, ACADEMY ROAD, IRVINE
ON THURSDAY 29 AUGUST 2019 AT 8:00PM**

Present: Sonya Campbell-Perry (Chair), Jackie Browne (Vice-Chair), Zoe Brawn, Eta Mounce, Ruth Burley, John Rodgers, Michael Allan, and Mary Black

In Attendance: Keith Henderson, Head of Service (ANCHO),
Jason MacGilp, Group Chief Executive/Company Secretary
Carolyn Owens, Governance Services Manager, (Minutes)

The Group Chief Executive/Company Secretary welcomed everyone and Chaired the meeting until Item 4.

	Item	Action
1.	Apologies Sian Hughes (LOA), Jane Valentine, Lesley Shepherd	
2.	Declarations of interest None declared	
3.	Election of Chairperson Members were informed that one nomination had been received from Sonya Campbell-Perry. There being no other nominations, Sonya Campbell-Perry was proposed as Chair by John Rodgers, seconded by Mary Black. Sonya Campbell Perry accepted the nomination and was approved as Chair by the Board. This has previously been approved by the Board of Cairn HA as Group Parent	
4.	Election of Vice-Chairperson Members were informed that two nominations had been received from Jackie Browne and Ruth Burley. Jackie Browne was proposed as Vice-Chair by Sonya Campbell-Perry, seconded by John Rodgers. There were no proposers for the nomination from Ruth Burley.	

	<p>Jackie Browne accepted the nomination and was approved as Vice-Chair by the Management Board. This has previously been approved by the Board of Cairn HA as Group Parent</p> <p><i>The Group Chief Executive handed over to the Chair.</i></p> <p>The Chair advised that for succession planning a training and development plan would be put in place for Ruth Burley and Mary Black. The Chair and Governance Services Manager would discuss further with Ruth Burley and Mary Black and prepare a plan and identify opportunities for briefing sessions, training and seminars as required.</p>	SCP / CO
5.	<p>Membership of Committees, Working Groups The Board agreed the proposed membership of the following Committees and Working Groups:-</p> <p><u>Membership of ANCHO Staffing Sub Committee</u></p> <ul style="list-style-type: none"> • Lesley Shepherd (Chair) • Ruth Burley • Zoe Brawn <p><u>Membership of Group Audit & Performance Committee</u></p> <ul style="list-style-type: none"> • Mary Black <p><u>Membership of Group Remuneration Committee</u></p> <ul style="list-style-type: none"> • Jackie Browne <p><u>Membership of Growth & Partnerships Working Group- now Joint Board Steering Group for the Pentland HA opportunity</u></p> <ul style="list-style-type: none"> • Sonya Campbell-Perry <p>The Group Chief Executive confirmed that Cairn had been appointed preferred partner for Pentland HA based on a potential Transfer of Engagements. The team will shortly be carrying out stock condition analysis and other due diligence. A Joint Board Steering Group will oversee the process, with key approvals going to the Cairn HA Board. The Group Chief Executive confirmed that the ANCHO Board would receive quarterly updates on progress.</p> <p><u>Membership of (Group) Asset Management Working Group.</u></p> <ul style="list-style-type: none"> • Ruth Burley <p><u>Membership of Assurance Statement Working Group.</u></p> <ul style="list-style-type: none"> • Mary Black <p><u>ANCHO nominee to Cairn HA Board</u></p> <ul style="list-style-type: none"> • Jackie Browne 	JMG

	Board approved the co-option of Michael Allan as Cairn nominee to the ANCHO Board until 19 September 2019 when the Cairn Board would appoint another nominee after their AGM.	
6.	AOCB None.	

Signed

Date: 10 October 2019