

**CARE AND REPAIR SCOTLAND  
MINUTES OF BOARD MEETING HELD ON FRIDAY 16<sup>TH</sup> MARCH 2018  
AT EDINBURGH TRAINING CENTRE, ST MARY'S STREET, EDINBURGH**

**Present:** Gerry Power, The Alliance  
Gerry Begg, ALACHO  
Stewart Wilson, Region 1  
Andy Douglas, Region 2  
Angela Brunton, Region 3

Robert Thomson, National Director

**1. Welcome and Apologies**

The Chair welcomed everyone to the meeting. Apologies were received from Stewart Wilson (Region 4).

**2. Declarations of Interest**

There were no declarations of interest.

**3. Minutes of Previous Meetings**

The minutes of the previous meeting were approved as an accurate record.

**4. Matters Arising from Previous Minutes**

**Action: Sally Thomas to report back on SFHA view on nomination of Blair to the CRS Board.**

Sally confirmed on 18.01.18 that SFHA will nominate Blair as their representative for a further two year. The Board of CRS voted to re-appoint Blair as Chair on 23.01.18.

**Action: Robert to arrange dates for regional meetings in 2018**

Regional Meetings were arranged for the following dates:  
Region 1: 13<sup>th</sup> February, Region 2: 15<sup>th</sup> February, Region 3: 20<sup>th</sup> February, Region 4: 5<sup>th</sup> March.  
Regions 1, 2 and 4 were cancelled because of weather conditions

**Action: Robert to ensure that the accounts are posted with OSCR and Companies House before 31 December 2017.**

Accounts were sent to OSCR and Companies House w/c 18<sup>th</sup> December. OSCR accepted the accounts but Companies House returned them because of a formatting issue. A9 Partnership corrected the accounts and Gerry and Angela resigned them. Companies House issued a penalty notice for late filing of accounts which A9 Partnership paid.

**Action: Robert to return the extract of minute and AP04 form and to monitor the service that we receive from Dentons.**

Forms returned and Denton's are now appointed as Company Secretary. Robert reported so far

they have retained the previous staff and so there is no discernible difference in the service.

**Action: Robert to proof read every page, checking for inaccuracies and finalise drafting with Arneil Johnston before sending to Coles for final formatting and printing. Gerry will promote the Guide through The Alliance network.**

Will be discussed further at Agenda item 7

**Action: Amanda Britain has a new role in TEC and Robert will contact her to discuss funding opportunities.**

Awaiting response from Amanda

## **5. Regional Reports**

Region 3 submitted a report from the meeting held in February. Other regions had meetings arranged but had to cancel due to weather conditions.

**Action: Robert to arrange further dates for regional meetings in 2018**

## **6. National Director's Report**

The Board noted the detailed report.

Gerry Power advised that the Ministerial Strategy Group has requested a paper on 3<sup>rd</sup> Sector views on Integration. The ALLIANCE has collated member's experiences and will publish in a document.

It was suggested that Voluntary Action South Ayrshire would be good allies in our continued lobbying to have the small repairs service restored.

## **7. Good Practice Guide**

The Good Practice Guide was circulated to all Care and Repair offices, Councils and IJBs in Scotland. It has been well received, with some Councils requesting additional hard copies for their management team.

## **8. Equity Loan Scheme**

Scottish Government has informally indicated that the pilot scheme will continue and could be extended into other areas. Robert has been asked by EST to provide a paper on how the scheme can best be extended.

## **9. 30<sup>th</sup> Anniversary**

The Board agreed that it will be easier to bring people together at the annual conference to celebrate the 30<sup>th</sup> anniversary of Care and Repair in Scotland. Orkney intends to hold local celebrations that CRS will link into. The video compilation should be available in time for viewing at the conference.

**Action: Taylor to attend next meeting or provide clips for viewing.**

## **10. General Data Protection Legislation**

The Board agreed that CRS should seek advice to meet its own duties under the new legislation and should help offices with more specialist advice, such as standard letters to clients.

**Action: Robert to speak to Dentons and EVH about actions arising from legislation.**

#### **11. Financial Report**

The Board noted and approved the Financial Statement.

#### **12. A.O.C.B**

In relation to the Alliance report on Integration, there was discussion about the limited resources of the 3rd sector and this has led to it not being sufficiently represented on IJBs. Audit Scotland is currently producing a report on the performance of IJBs. It may be useful to invite Claire Sweeny to the conference to update delegates on the national position.

**Action: Robert will distribute ALLIANCE report when published.**

#### **13. Date and Time of Next Meeting**

Next meeting will be held in Glasgow on Friday 29<sup>th</sup> June 2018. Venue will be advised.