

**CARE AND REPAIR SCOTLAND
MINUTES OF BOARD MEETING HELD ON FRIDAY 20th SEPTEMBER 2019
AT CITIZENM, 60 RENFREW STREET, GLASGOW, G2 3BW**

Present: Gerry Begg, ALACHO
Elizabeth Eadie, Region 4
Andy Douglas, Region 2
Stewart Wilson, Region 1

Robert Thomson, National Director

1. Welcome and Apologies

Stewart chaired the meeting. He welcomed Board members to the meeting. There were apologies from Blair Allan (Chair) Gerry Power (THE ALLIANCE) and Angela Brunton (Region 3). Robert advised that a train incident had prevented Gerry and Angela from attending the meeting. Marian Deeney from Scottish Government, who had previously been invited to the meeting, was unable to attend as she has taken up a new post with Transport Scotland. Angela O'Brien from the Independent Living Team will attend the December meeting to discuss the Housing to 2040 consultation and also outline plans for taking forward disabled adaptations.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of Previous Meetings

The minute of 21st June meeting was approved without amendment.

4. Matters Arising from Previous Minutes

Action: Robert to advise Board about the funding position on 1st July and then Board will decide whether to call an EGM

Board members advised by email on 3 July that offer letter would be sent within a week. Grant funding offer sent to members on 8th July.

Action: Robert to discuss the interim Chair arrangements with Gerry Power when he returns from annual leave.

Gerry and Robert met 20th July to discuss. Gerry agreed to become interim Chair. Board agreed to appoint Gerry by email on 25th July.

Action: Meeting arranged with EST on 27th June to discuss concerns of Care and Repair

Meeting was held and was unhelpful. However, since the meeting, Anderson Strathearn has appointed an additional solicitor and the backlog has started to clear during August/September.

Action: Date and venue for conference to be sent to previous delegates and

exhibitors

Big Bright Star has notified everyone on mailing list about the arrangements.

The Board members confirmed for the minute that they have appointed Gerry Power as interim Chair and thanked Gerry for his willingness to accept the role.

There was a discussion about the Equity Loan scheme and some worrying news from other local authority areas that SG was proposing to set aside the Care and Repair model because it was viewed as too costly.

5. Regional Meetings

Region 2, 3 and 4 minutes were noted. Region 1 has arranged a meeting on 24th September in Inverness.

The Board discussed the decision by Angus Care and Repair to close the service on 31st July. A statement from CRS was posted on the website and Robert has contact organisations such as ROSPA and Life Changes Trust to explain the position. Angus Council hope to take the procurement forward within the next few weeks so that a new agent can be in place for 2020.

There was discussion about Solon products and the discounts available to Care and Repair offices.

Elizabeth reminded the Board that she had draft proofing equipment in storage that had been donated to CRS by Muslim Aid.

There was discussion about how offices could keep the client video updated by filming local clients with smart phones. Client consent forms are available through CRS.

Action: Robert will circulate the 'Move On' document produced by Foundations. Elizabeth will email offices about taking up the offer of draft proofing.

6. National Director's Report

The Board approved the report and noted the following:

Robert has been appointed joint chair of the About Dementia Housing Sub-group. There has been one meeting and diary dates confirmed for two years to take forward practical solutions.

Robert is currently working with Ann Murray NHS on a Falls First video that will give guidance to people on falls prevention.

Highland offices are preparing to re-apply for accreditation and if each office is awarded the Quality Mark, there will also be a Group certificate issued for the purpose of any future procurement process.

Robert has been invited to attend an Energy Redress training course that will offer help to previously unsuccessful applicants to the scheme.

Robert spoke at the 30th anniversary of Glasgow Care and Repair.

7. Financial Statement

The Board noted and approved the Financial Statement to 13th September.

It was noted that spend on the office rental was lower because Savills had awarded a free rental period due to our longstanding tenancy.

The Board considered a report and a document from The Charity Commission that explained options for future reporting of reserves. It was agreed that £34,000 received for the Digital Inclusion project in Ayrshire should in the next financial year be shown as a Designated Fund. This fund will be for the purposes of sharing our learning experience, making videos or holding training events in support of Digital Inclusion. It was also agreed that there is no need to restrict or designate other funds at this time.

Action: Robert to advise A9 Partnership about this decision.

8. Policies Update

The Board considered updates to the following policies:

Financial Procedures – agreed

GDPR statements for public and staff – agreed

Risk Register – agreed with two amendments. Under Financial Risk there should be a statement made about succession planning. Under Capacity, the statement about insufficient staffing should be removed.

Action: Robert to take advice from EVH about succession planning statement.

9. Housing to 2040

The consultation responses document was sent to each Board member for information. There will be an opportunity to discuss further at December meeting.

10. Consultation on Building and Fire Safety

The Board agreed that the proposal from South Lanarkshire Care and Repair around a fund for elderly and disabled homeowners should be include in a CRS response to the document.

11. AOCB

There were no items to discuss.

12. Date and Time of Next Meeting

The next meeting is scheduled for Friday 13th December in Glasgow. The Board members liked CitizenM as a venue and so the next meeting will be arranged for 10.30, with an hour allocated to Angela O'Brien and a Christmas lunch organised after the meeting.

Action: Robert to confirm arrangements for meeting on Friday 13th December in Glasgow at 10.30