

**CARE AND REPAIR SCOTLAND  
MINUTES OF BOARD MEETING HELD ON FRIDAY 29<sup>th</sup> JUNE 2018  
AT THE TEACHER BUILDING, ST ENOCH SQUARE, GLASGOW**

**Present:** Blair Allan SFHA, Chair  
Stewart Wilson, Region 1  
Angela Brunton, Region 3

Robert Thomson, National Director

**1. Welcome and Apologies**

Apologies were received from and Elizabeth Eadie (Region 4), Gerry Power (The Alliance), Gerry Begg (ALACHO), Andy Douglas (Region 2)

**2. Declarations of Interest**

There were no declarations of interest.

**3. Minutes of Previous Meetings**

The minute of the meeting held on 16<sup>th</sup> March was approved.

**4. Matters Arising from Previous Minutes**

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

Dates arranged prior to June.

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

Video has been delayed due to clients/ offices dropping out. Robert will meet with Taylor to discuss a way forward.

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

To be discussed under agenda item 10

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

Report published in June and distributed to Board members and office managers.

**5. Regional Reports**

Region 1 meeting was held on 18<sup>th</sup> May. The discussion included a round table update, Adapting for Change Report, Research by Salford University, DFG Review, Equity Loan Scheme, GDPR, Procurement, Dementia Scheme Evaluation, 30th Anniversary conference, database issues

Region 4 meeting was held on 11<sup>th</sup> May. The discussion considered the same agenda items as Region 1. Roy Plenderleith is retiring as manager of South Lanarkshire. Everyone wished Roy all the best for the future and thanked him for his major contribution to Care and Repair over his years of service.

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

The Board noted the detailed report.

CRS has assisted Age Scotland to make a bid to EDC to restructure Edinburgh C&R. We are also assisting Fife Council explore the feasibility of setting up a housing and health hub similar to Derby City model.

Robert reported on some events that he has participated in:

Presented at SG Housing Solutions Conference with 180 delegates  
Presented at Occupational Therapy Adaptations Conference in Leeds  
Presented at first Falls and Fragility conference that is the first stage in SG developing a falls prevention strategy  
Presented to LA Adaptations Network  
Participated in Stay Mobile Stay Connected Co Design Workshop  
Attended ROSPA Safety of Older People conference  
Participated in Stirling University cross border planning day: Housing and Ageing- linking Strategy with Delivery. Kevin Stewart and Rebecca Evans, Wales Minister for Housing and Regeneration attended with civil servants.

## **7. Equity Loans Scheme**

Kevin Stewart, Housing Minister, has announced that the pilot scheme will continue until March 2019. The scheme will be reviewed in November December 2018 to inform options for the future. The scheme will be expanded in 2018/19 to include Western Isles, Dundee, Stirlingshire, Renfrewshire and Inverclyde. Western Isles C&R will be given funding to employ dedicated staff. The expansion into the other areas will be covered by the existing teams in Perthshire, Glasgow and Argyll & Bute.

CRS has written to Councils and IJBs about the expansion. There has been a very positive reaction to the announcement from Councillors.

CRS has complained to SG about the press release which did not mention the Care and Repair teams. SG has apologised and it seems the original press release did contain an explanation of Care and Repair's role but the Minister's office cut it out. Robert has contacted the Minister on Twitter to remind him of our role and he re-tweeted the item and to date 3,500 people have read it. CRS has since received an email from EST giving assurances that all future publicity will be decided on a joint basis.

## **8. GDPR**

Robert outlined the progress that has been made on compliance with GDPR regulations:

- EVH issued a recommended Privacy Statement for employees. The statement was sent employees Jayde Wylie and Ann Porter and they have signed and confirmed their acceptance.
- A privacy notice has been posted on the CRS website under the Governance section that also includes an opt out request.
- An opt out request is now include in all CRS emails.
- All past employees paper files have been destroyed as well as files relating to past job interviews.

- SCVO Payroll Services now provide payroll details by secure Quatrix file share: <https://quatrix.it/>

**Action: Foundations, C&R Cymru and CRS will make a sector request to ICO for advice on compliance in relation to client files and standard letters.**

## **9. Financial Statement**

The Board noted the financial statement. Robert advised that accounts for 2017/18 were being audited and should be available for September's meeting.

## **10. A.O.C.B.**

There were no other items of business.

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

The next meeting will be held in Edinburgh on Friday 22<sup>nd</sup> September at 11.00am