

**CARE AND REPAIR SCOTLAND
MINUTES OF BOARD MEETING HELD ON FRIDAY 4th DECEMBER 2015
AT EDINTRAIN, 16 ST. MARY'S STREET, EDINBURGH, EH1 1SU**

Present: Andy Todman, Region 3, Interim Chair
Blair Allan, SFHA
Graham Barclay, Region 4

Robert Thomson, National Director

1. Welcome and Apologies

Andy welcomed Board members to the meeting. Apologies were received from Douglas Edwardson, Stewart Wilson, Gerry Power and Daniel Bennett. The meeting was quorate despite the low turnout which was due to storms and other circumstances.

2. Declarations of Interest

There were no declarations of interest relating to the agenda of the current meeting.

3. Minutes of Previous Meetings

The minute of 11th September meeting was approved without amendment.

4. Matters Arising from Previous Minutes

It was agreed that there is sufficient interest in CDM regulations from the offices to run a training course. It was also agreed that the course should be offered to the Scottish Housing Network members who administer Care and Repair cases.

ILM Highland has applied for SQM and has submitted evidence to Foundations. East Lothian and Edinburgh have requested the application template and are currently gathering evidence.

The Scottish Government has given support to the idea of updating the National Policy Statement and it was agreed that it would provide an opportunity to open up discussion about the defining Care and Repair services for the future. A note of the meeting with SG had been circulated to the Board in September.

EVH has to confirm dates for training but February seems most suitable.

Action: Robert will arrange a CDM course and invite the offices and members of SHN.

5. Regional Report

Region 1: Meeting arranged for 21 December but attendance will be subject to weather conditions.

Region 2: Despite snow, there was a high turnout and it was considered one of the best meetings in recent times. The agenda considered: local updates, board developments, health and social care integration, the national policy statement, clients' voices, digital inclusion, key safes and the conference.

Region 3: The members could not agree a date to meet before Christmas.

Region 4: Discussed the same agenda items as Region 2. It was suggested that Eddie Frazer from the new IA should be invited to speak at the conference as he is very supportive of Care and Repair. The group were very supportive of CRS pursuing the Help for Homes scheme.

Action: Robert to send out advance dates for regional meetings in 2016 to link with dates of Board meetings.

6. National Director's Report

The Board noted the detailed report. The board agreed that Robert should hold initial discussions with Scottish Government about the possibility of Care and Repair Scotland becoming involved in the Digital Inclusion agenda. The Board cautioned that there is a need to ensure that new work streams do not over stretch local teams. Robert explained the recent development with the Help for Homes equity release repair scheme. The Board supported the idea of CRS becoming involved in the scheme but would prefer that Scottish Government administer the financial side of the scheme. If this is not possible, approval was given for Robert to explore with SG what funding would be available for CRS to employ finance staff to administer the scheme.

Action: Robert will meet with SG prior to Christmas to discuss a possible CRS role in Digital Inclusion and Help for Homes.

7. Draft Business Plan

The Board discussed the 2nd draft of the business plan in detail. The comments submitted by Douglas were discussed. It was agreed that the Vision, Ethos and Values and Service Definition sections could be revisited during the consultation on the National Policy Statement. It was also agreed that while 'independent' services are desirable, a more pragmatic term would be 'impartial'. It was agreed that the draft, as it stands, provides operational flexibility, is a good reflection of the discussions at the away-day, and should be submitted to Scottish Government

Action: Robert to submit draft to Scottish Government with only the addition of a phrase that includes the word 'impartial' under Ethos and Value on page 5

8. Financial Report

The financial report was noted by the board.

9. A.O.C.B.

Andy updated the Board about the staffing restructure in Loreburn H.A. He believes that his new role will take up more of his time and he wants to stand down from the position of Acting Chair of CRS. Andy therefore nominated Blair Allan for the role of Chair of CRS. The Board members who were present agreed with the nomination.

Action: Andy will write to each Board member asking them to vote on the nomination.

10. DATE AND TIME OF NEXT MEETING

The next meeting will be held on Friday 4th March 2016. Venue will be advised.