

CARE AND REPAIR FORUM SCOTLAND
MINUTES OF BOARD MEETING HELD ON FRIDAY 10th MARCH 2017 AT
EDINTRAIN CENTRE, ST MARY'S STREET, EDINBURGH

Present: Blair Allan, SFHA (Chair)
Gerry Power (THE ALLIANCE)
Daniel Bennett (Region 2)

Robert Thomson, National Director

1. Welcome and Apologies

Blair welcomed those attending to the meeting. Apologies were received from Gerry Begg (ALACHO), Stewart Wilson (Region 1), Graham Barclay (Region 4), Andy Todman (Region 3).

The Board noted with the regret the letter of resignation received from Graham Barclay. Blair advised the Board that Andy Todman will be taking up a new position with Age UK in Cumbria and will also therefore resign from the Board.

Gerry Power advised that he has taken up a new position with the Health and Social Care Alliance (THE ALLIANCE). Robert had previously written to THE ALLIANCE requesting a Board representative. Following discussion with Ian Welsh, Chief Executive, Gerry is now nominated to CRS Board as the representative. The Board accepted THE ALLIANCE nomination and Gerry will continue as a Board member.

Action: Blair to speak with Andy to finalise his leaving date. Robert given permission to proceed with elections for Region 2 and Region 4 representatives between Board meetings. Robert will write to East Dunbartonshire Council to express the concerns of the Board following Graham's resignation.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of Previous Meeting

The minutes were agreed.

4. Matters Arising

Action: Robert to meet with Michael MacAulay CMS Solicitors to review standard letters, discuss procurement issues and ask for a legal note which can then be used as the basis for a statement from CRS to internal auditors, funders and managing agents.

Robert met with Michael in December. Letters have been updated and circulated to offices, funders and managing agents. Blair and Robert met with Mary Taylor and Dougie Gold of SFHA to discuss procurement and other issues. Dougie has committed to working with CRS whenever procurement issues in an RSL involve Care and Repair.

Action: Robert to contact Poppy Scotland portfolio evaluation staff to take forward links with Care and Repair

Two meetings have taken place and a further one arranged for end of March.

Action: Robert to circulate HIS secondment advert within Care and Repair network. The Board will give some thought about how best to replace Gerry.

Advert was circulated. Gerry will continue to serve on the Board per discussion noted at item 1.

5. Regional Reports

Region 1

Region 1 meeting is arranged for Thursday 16 March in Inverness

Region 2

Meeting held Monday 6th March. Danny reported there was good attendance and discussion. The Board congratulated Perthshire Care and Repair for being awarded the Scottish Quality Mark

Region 3

Region 3 meeting was arranged for Tuesday 7th March but was cancelled due to illness.

Region 4

Region 4 meeting was held on Friday 3 March. Robert reported that the discussion was mainly on the situations in East Dunbartonshire and South Ayrshire.

Action: When new reps are elected, Blair and Robert will draft then circulate pro-forma to be used for future regional reports.

6. National Director's Report

The Board noted the detailed report. Blair reported on the useful meeting held with the Minister, Kevin Stewart MSP, on Thursday 9th March. The Minister asked about coverage in Clackmannanshire and Midlothian. He is keen to assist with making the case for a Midlothian start up if possible. Robert updated the Board on progress with the equity loans scheme, the digital inclusion pilot and the Poppy Scotland bid. The Board were pleased to note the progress made with the review of the Age, Home and Community strategy and to

see the positive comments about Care and Repair. They were also encouraged by the recognition of Scottish Government that home ownership is the majority tenure in Scotland. There was discussion about the need for changes to stamp duty tax to make ownership options more realistic. The Board also asked for updates on how many people above Council Tax Band C will apply for an equity loan. There was discussion about re-establishing a connection with Age Scotland regional meetings. It was agreed that we will review job descriptions for Board members to reflect their areas of representation.

Action: Robert to contact new Policy Officer at Age Scotland. Robert to prepare draft job descriptions in line with EVH model documents.

7. Financial Statement

The report was approved. Robert advised that the Scottish Government Digital Inclusion team had paid the 2017/18 grant into the account in February 2017.

Action: Robert to ensure that note is placed in the audited accounts about the early Digital Inclusion payment.

8. National Policy Statement

Blair reported that the Housing Minister agreed at the meeting on Thursday 9th to write the foreword to the NPS. The Board agreed the wording and are happy with the layout and length of the document.

Action: Robert to discuss with printer and liaise with Scottish Government about the Minister's input. The aim is to have the document ready in time for the annual conference on Friday 5th May.

9. Annual Conference

Robert tabled the draft programme and it was approved. The Minister is unable to attend due to restrictions relating to the local government elections in May. The Board complimented Big Bright Star for the successful management of last year's event.

Action: Programme will be circulated to mailing list.

10. A.O.C.B.

The Board discussed the possibility of making a video to promote the clients' views of the service.

Robert advised that there is a need to update the Good Practice Guide.

Action: Robert and Blair to obtain costs from 3 suppliers and report back. Robert will take forward the GPG through a consultancy arrangement.

11. Date and Time of Next Meeting

The next meeting will be held on Friday 21st July in Glasgow. Venue will be confirmed.

It was agreed to hold the September meeting in Edinburgh on Friday 22nd and to hold the December meeting in Edinburgh on Friday 15th.