

**CARE AND REPAIR SCOTLAND  
MINUTES OF BOARD MEETING HELD ON FRIDAY 14<sup>TH</sup> DECEMBER 2018  
AT THE CARLTON GEORGE HOTEL, 44 W GEORGE ST, GLASGOW G2 1DH**

**Present:** Gerry Power, The Alliance  
Stewart Wilson, Region 1  
Andy Douglas, Region 2  
Angela Brunton, Region 3  
Elizabeth Eadie, Region 4

Robert Thomson, National Director

### **1. Welcome and Apologies**

Gerry chaired the meeting. He welcomed Board members to the meeting. There were apologies from Blair Allan (Chair) and Gerry Begg (ALACHO). Robert updated members on Blair's progress. The Board sends best wishes to Blair and family for Christmas and the New Year.

### **2. Declarations of Interest**

There were no declarations of interest.

### **3. Minutes of Previous Meetings**

The minute of 21<sup>st</sup> September meeting was approved without amendment.

### **4. Matters Arising from Previous Minutes**

**Action: Gerry B will speak to ALACHO representative for Angus**

To be advised

**Action: Robert to advise Highland offices that Board has rejected the request for a Highland version of the Quality Mark.**

Highland offices have advised that they did not explain their request properly. They realise that they will each have to apply for accreditation but in addition to a local office certificate, they would like a Highland certificate that can be used in the event of a Highland wide procurement exercise by the Council. Agreed in principle and Robert will discuss with Foundations.

**Action: Robert to check on the delivery costs and procurement implications of a deal with Solon**

Ongoing

**Action: Robert to meet with Angela on 24th and after she has signed will make arrangements for sending to Companies House and OSCR.**

Accounts signed by Gerry and Angela and accepted by OSCR and Companies House

**Action: Robert to attend meeting on 2 October with Scottish Government to discuss digital inclusion final report and will advise Board of any outcomes.**

Meeting with SG went well and CRS was invited to join Ministerial Working Group to take forward agenda for older people.

**Action: Robert to liaise with Board members about dividing the Chair's responsibilities at conference. Robert to have further discussions with OTEC and report back.**

Gerry and Stewart agreed to share Chair responsibilities at the conference. OTEC discussions are a work in progress.

**Action: Robert to send existing BP with draft minutes. Robert to arrange a facilitator for the meeting in December.**

Business Plan sent to members. Simon Carr invited to attend meeting to support discussion about IJBs

## **5. Regional Meetings**

Region 4 minutes were noted

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

The Board noted the detailed report. Robert reported on discussion he had with Kate Forbes MSP about digital inclusion and problems Care and Repair has with disconnect between local decision making and national policy statements.

**Action: Robert will write to Cabinet Secretaries and relevant Ministers in New Year and enclose video with letter.**

## **7. Financial Statement**

The Board noted and approved the Financial Report.

## **8. Conference Review**

The Board noted the extensive review compiled from delegates feedback. There was discussion about the future options for the conference. Robert advised that SFHA has provided their future dairy dates so that we can plan events without clashing.

**Action: Robert to discuss OTEC proposal further and report to Board with options.**

## **9. Business Plan Discussion**

Simon Carr sent apologies as he had to travel to England. Simon sent notes to facilitate discussion about IJBs.

It was agreed that pages 1-4 of the current BP should be updated but the rest of the objectives of the plan are still relevant. However it was also agreed that a more relevant way to update the plan would be to provide an Action Plan for each financial year. It was also agreed that we should establish a communications framework that possibly Shelter Scotland could assist with. An IJB/ Councillors newsletter with positive case studies was one suggestion of how we could engage. Gerry reported on work of Ministerial Strategy Group for Health and Social care Integration and how we could establish links through it. He also advised that The Alliance was not keeping the Integration spreadsheet up to date. It was agreed that it would be helpful to have a flow chart that identified key players in each locality. Simon suggests that there is a need for CRS to discover who has responsibility for Care and Repair and adaptations in each locality so that we don't waste resources in targeting people who cannot assist us. Gerry also reported on the Third Sector Collaborative and the possibility of a self-assessment check list for IJBs which would help chart strategic to operational links.

**Action: Robert to send reminder to Board members w/c 7<sup>th</sup> January to ask for input to action plan.**

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

There were no items to discuss.

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

The next meeting will be held in Edinburgh. Venue will be confirmed when Board papers are sent out.

**Action: Robert to send advance meeting dates for 2019**