

**CARE AND REPAIR SCOTLAND
MINUTES OF BOARD MEETING HELD ON FRIDAY 27th OCTOBER
2023 ON ZOOM CALL**

Present: Gerry Power, (Chair)
Ian Graham, Region 1
Andy Douglas, Region 2
Angela Brunton, Region 3
Jamie Burgess, Region 4

Robert Thomson, National Director

1. Welcome and Apologies

Gerry Power welcomed Board members to the meeting.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of Previous Meetings

The minute of 28th July 2023 meeting was approved without amendment.

4. Matters Arising from Previous Minutes

Gerry wrote to the Housing Minister to request a meeting prior to the Parliamentary recess.

Action: Robert will enquire about progress from the Care and Repair contact at Scottish Government

Gerry and Robert agreed to meet to discuss wording for an invitation to the offices to bid for £35,000 to further the digital inclusion in their area. They had an initial email discussion and will meet early November to discuss and finalise.

Action: Robert and Gerry will meet on 10th November to discuss.

Robert to liaise with SHGN to develop a conference in September that will include C&R staff.

Action: The event was held on 20th September and an update is included in the National Director's report.

Robert to arrange regional meetings.

Action: Region 1 held a meeting in September but did not give sufficient notice to Robert or Ian. Robert has the region asked for future diary dates. Region 3 and 4 will hold a joint meeting on 7th November. Region 2 has not confirmed dates but a meeting will be held in November.

5. National Director's Report

APPCOG

CRS is a member of the Westminster All-Party Parliamentary Carbon Monoxide Group. The Group met on 30th August to discuss progress across 4 nations. There was a helpful presentation from Oxford City Home Improvement Team (Care and Repair).

Glasgow Care and Repair Advisory Group

Glasgow Care and Repair used to have an Advisory Group that provided strategic support to the staff that the local Housing Association was unable provide. Glasgow City Council wishes to strengthen the group and has invited me to join.

Visit to East Ayrshire

Charles Murphy retired from East Ayrshire C&R in August. I met with his successor and the administrator to discuss ways forward and how CRS could best support them in expanding the service.

Lochaber Board

I have been an advisory member of the Board since the service commenced. We met together to discuss staffing issues and developing a long term plan for succession of older staff members.

SHN Conference

The Scottish Housing Network held its first face to face conference around current private sector housing policy issues. The event was originally meant to focus on adaptations and the new SG guidance. However, the writer of the Guidance broke her foot a few days before the event and was unable to attend. Robert and Ruairidh MacKinnon from Lochalsh and Skye spoke about adaptations and delivering telecare. Jamie and Angela also attended the event.

Electrical Safety Fund

Electrical Safety First is a charity that has worked with CRS over a number of years. Covid lockdowns interrupted our partnership but after some discussions over the summer, ESF has now offered £100,000 to our offices to pay for small electrical repairs. So far £50,000 has been committed and Robert is working with other offices to persuade them to join in the scheme.

Falls 4 Nation Scottish Reps

This smaller group is proving to be more useful than the national group. The discussions have been more focused and CRS has more of a voice at the meetings.

Glasgow Quality Mark

Glasgow Care and Repair applied for the first time to join the Scottish Quality Mark scheme. We are delighted to award them the quality mark and note that on the red/amber/green desktop assessment they are the first office to achieve an all green report.

Scottish Third Sector Tracker

We have recently joined this organisation. The Scottish Third Sector Tracker is an established research community made up of representatives from across the third sector in Scotland. Members share their experiences, views, and concerns as the sector faces new and ongoing challenges. The

overall idea is that there is strength in numbers and the organisation links with the Scottish Government and the National Lottery Community Fund and the William Grant Foundation.

Scottish Parliament Cross Party Group on Safety

The National Director has been asked to give a presentation about Care and Repair at the next meeting of the Cross Party Working Group on Safety in November. The presentation will outline the services provided by Care and Repair and how we contribute to the safety of homeowners.

6. Financial Statement

Robert advised that zero spend on Insurance and Audited Accounts would be taken up in December.

The Board noted and approved the Financial Statement.

7. Succession Planning

The Board does not have a formal succession plan in place in event of staff moving to a new job, retiring, or being made redundant. The Board discussed possible scenarios and how the members and staff would deal with them. The Board also discussed how best to replace Board members who have resigned and strengthen membership. It was agreed that we should seek advice from Employers in Voluntary Housing and develop a plan in 2024.

Action: Robert to speak to Paul McMahon at EVH to discuss the options available to members of EVH and arrange for a tailored training event in early 2024.

8. A.O.C.B

The Christmas lunch for Board members was discussed and it was decided not to hold one this year.

9. Date and Time of Next Meeting

It was agreed that the next meeting should be held in January 2024.

Action: Robert will circulate dates with the draft minutes.