



Minutes of the Board Meeting held on Tuesday 9th February 2009 at 4pm at Link House, 2c New Mart Road, Edinburgh.

Present:	Mr R Robertson (Chairman)	In attendance:	Mr C Sanderson
	Mr A Colston		Mr N Hall
	Mr D McMillan		Mr C Culross
	Mr J Hinton		Ms E Johnston
	Mr J O'Neill		Mrs B Higgins
	Mr E Banks		Mrs H Bayne
	Mr P Foreman		Mrs M Middleton
	Mr D Esslemont		Mr P Rae
	Mr C Macneill		Ms P Boniface (Minutes)
	Mr B Shorter		
	Cllr D Wilson		

BUSINESS

- | | Action |
|---|---------------|
| 1. DECLARATIONS OF INTEREST | |
| None | |
| 2. APOLOGIES | |
| Apologies were received from Mr T Clark, Mr B Reidford and Mr R Stirrat. | |
| It was noted that Ms Currie could not attend. | |
| 3. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 19th JANUARY 2010 | |
| The minutes of the meeting held on January 19 th 2009 were approved. | |
| Moved: Mr McMillan | |
| Seconded: Mr Banks | |
| 4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 19^h JANUARY 2010 | |
| 4.1 Millarston Drive Paisley | |

4.2 **Edinburgh Care & Support Tender**

Ms Johnston updated the Board that the City of Edinburgh Council [CEC] meeting will be taking place on 11th February 2010. Ms Johnston confirmed that CEC no longer intended to award contracts to new providers following the review of the independent report regarding the tender assessment by CEC Officials.

4.3 **St Margaret's Church Oatlands**

Mrs Higgins confirmed that the Director of Glasgow Building Preservation Trust had now returned to work after a close family bereavement. Once in receipt of a response, with regard to the points raised at the January 2010 Board meeting, Mrs Higgins will revert to the Board with proposals/recommendations to address the previously identified issues.

4.4 **Any Other Matters Arising**

There were no other matters arising.

5. **RISK MANAGEMENT COMMITTEE**

Mr Foreman updated the Board on the discussions which had taken place at the Risk Management Committee before the Board meeting.

In relation to the proposed development at Gibb Street Chapelhall, the revised cost plan indicated that the project could still be delivered within the revised HAG benchmark. Therefore although North Lanarkshire Council had not accepted Link's proposals for further deductions to the site purchase price (if further ground remedial works were necessary) the project could still proceed, provided a grant offer was forthcoming.

The acquisition of the site at Cherrybank, Newton Mearns was confirmed by the Risk Management Committee as being a good quality, high demand opportunity and had agreed that the site should be acquired, subject to the standard due diligence process. The Committee had noted that the acquisition of the site could mean that another site acquisition may have to be deferred so that the total amount previously agreed by the Board for land acquisitions would not be exceeded.

The Board approved the recommendations from the Risk Management Committee

The Board noted that the Risk Management Committee had recorded its appreciation of the high quality information being presented and the work required to achieve this.

6. **POLICIES**

6.1 Confidentiality Policy

The Board considered the proposed Confidentiality Policy.

The Board approved the policy subject to the following:

- *The policy would be cross referenced to other relevant policies, including Data Protection.*
- *Inclusion of the standard section in all policies to confirm the implications for staff with regard to non compliance (as there is in the conflicts policy).*

CC

6.2 Conflict of Interest Policy

The Board considered and approved the Conflict of Interest Policy.

6.3 Model Adult Support and Protection Policy

Mrs Middleton advised that Glasgow City Council [GCC] requires all contracted support providers to adopt the Council's policy.

Mrs Middleton confirmed that other local authorities had not asked that Link adopt specific policies and Link's existing policy for "Adult Protection Policy for Vulnerable Adults" would therefore apply outwith Glasgow. Mr Esslemont suggested that it would not be prudent to adopt GCC's requirements as Link's standard until it was clear if other local authorities would require Link to adopt a policy specific to those local authorities.

Mr Foreman requested that Link seeks clarification on the expectations in respect of sections 2.5, 2.6 and 7.4 and in particular whether Link would have a contractual duty to report any issues or concerns on abuse of vulnerable adults with regard to all visitors.

Mrs Middleton agreed to report further to the March meeting.

MBM

7. WRITE OFFS

Mrs Middleton tabled a revised report as the report circulated with the papers had contained incorrect cumulative write off totals.

The Board considered and approved the proposed Write Offs totalling £65,881.09.

8. INFLATION RELATED PAY CLAIM

Mr Sanderson advised the Board that the Union (Unite) had put forward a revised inflation-related pay claim of 2.4%.

The Board considered and approved the 2.4% Inflation Related Pay Claim, to apply from April 1 2010.

9. REPAIRS SERVICE CO-ORDINATOR POST

The Board considered the previously circulated report.

The Board approved the proposal to make the Repairs Service Co-ordinator post permanent.

10. REGULATORY CODE OF GOVERNANCE UPDATE

The Board considered the previously circulated report.

Subject to minor typographical amendments the Board approved the proposed updates to the Self-Assessment on the Regulatory Code of Governance.

11. SFHA PENSION SCHEME – PROPOSED CHANGES

The Board considered and noted the previously circulated report.

12. GROUP STRUCTURE

The Chairman advised the Board that the Convenors Group had met to discuss the subject. It had been agreed that further discussion was required and a report would be made to the Board at the April meeting.

13. ACHIEVEMENT OF BUSINESS PLAN OBJECTIVES

13.1 Key Performance Indicators

The Board considered and noted the previously circulated report.

13.2 Consolidated Accounts for the period 1st April 2009 to 31st December 2009.

The Board considered and noted the previously circulated report.

14. RENEWABLE ENERGY

The Board considered the previously circulated report.

The Board discussed the recommendations and agreed the £40,000 funding provision to progress with a further feasibility study at Letham Moss.

The Board noted that the profits from renewable energy sources would be used to alleviate fuel poverty and that at the point where the project was proceeding a strategy would be developed to demonstrate how Link would achieve the aim.

15. RISK AND COMPLIANCE POST

The Board noted the proposals with regard to the Risk and Compliance Post .

16. WEST AND EAST REGION REPAIRS CONTRACT

The Board noted the update in respect of West and East Region Repairs Contract.

17. EXECUTION OF LEGAL DOCUMENTS

The Board considered and noted the previously circulated report.

18. FINANCE REPORT

The Board considered and noted the previously circulated report.

19. NOMINATIONS COMMITTEE

The Board considered and noted the previously circulated report.

20. ANY OTHER BUSINESS

There was no other business.

21. DATE OF NEXT MEETING

Tuesday 9th March 2010 at 4:00pm in the Sievewright Suite, 2c New Mart Road, Edinburgh.

The Meeting closed at 17:50 p.m.