

THE CHURCH OF SCOTLAND SOCIAL CARE COUNCIL

Meeting held in
Carnegie Conference Centre, Dunfermline
Thursday 11th and Friday 12th June 2015
1:35pm to 1:00 pm

Minute

Present:	A list of those present is attached at appendix 1
Apologies:	Apologies were noted and are attached at appendix 1

	Agenda item	Action
	Thursday 11th June 2015	
1.	<p>Welcome and Opening Worship Rev Richard Begg, Vice Convener welcomed members to the residential meeting. He said that he was chairing the meeting as the Convener was unable to attend full Council due to a family bereavement. Our thoughts and prayers were with the Convener and her family at this sad time. The meeting was constituted with prayer.</p> <p>Whilst waiting for the first speaker updates were given on some exciting developments including :-</p> <ul style="list-style-type: none"> • CrossReach, through Elizabeth Hay and Allan Logan had been working with Mission and Discipleship's Mission Forum have produced a resource "Mission and Older People." • Heart for Art have received £220k through the Life Changes Trust which will help to expand the Heart for Art Service. • CrossReach had made a successful bid to the Scottish Government for funding of £120k over 3 years, this will fund Personalisation Ambassadors in our services similar to the Dementia Ambassadors. 	
2.	<p>The theme of the residential Council meeting was collaborative partnerships and the speakers were invited to address the Council</p> <ul style="list-style-type: none"> • Martin Crewe, Barnardo's; • Paul Vaughan, Fife Council • Elizabeth Hay, head of Business Development • Rev Dr Grant Barclay, Chair of the Council of Assembly <p>In addition each of the operational Directors facilitated a discussion on collaborative partnerships in relation to their own area. A summary of the presentations and discussions is circulated as a separate document to the minutes of the Council meeting.</p>	

3.	Business Meeting Thursday 11th June 2015	
1.	Declarations of interest Vice Convener reminded Council Members that they should declare any interests on any of the agenda items, not just today but at every governance group meeting. There were no declarations of interest.	
2	Apologies	
	As noted on appendix 1 attached	
3.	Minutes of Social Care Council 11 February 2015 The minute was approved and changes made.	
4.	Matters Arising	
	Vice Convener asked if members had any additional items of business to be added to the agenda. There were no further items. HR Resourcing Policy See item Vii Executive Committee Operating Manual CEO advised that the Convener was working on the manual and would be placed on the portal when complete. Belmont Castle On agenda Rubislaw Park On agenda Joint Working, Guild and Social Care Council On agenda General Assembly 2015 On agenda	
5.	Governance and Other Committee Groups	
5.a	Executive Committee Minutes Jo Elliot asked for the Executive Note to be circulated to all members as they were interesting. Vice Convener said that Council had agreed that papers from all committees and groups would be placed in a central point for members to access them at their leisure, this was why the portal had been developed. He said that there had been problems with the portal recently, but these problems have been resolved.	
	Key Issues	

I.	<p>Schools Reconfiguration Viv Dickenson</p> <p>Viv provided an update on the schools reconfiguration:-</p> <ul style="list-style-type: none"> • 2 sites had been identified but had fallen through – meeting in place to discuss possible sites with Head of Estates Renfrewshire Council and David Reid will provide ongoing support to Viv as Simon Fitzpatrick is leaving CrossReach. Site for the school is critical. • One bungalow for lease in East Dunbartonshire identified and currently going through change of use. • Retties and operational staff now identifying additional properties suitable for sale or lease as per the agreement at the April F&R group. 	
ii	<p>People Who Use Our Services Calum Murray</p> <p>Calum introduced the topic and said that terminology had changed over the years for people who had health conditions and that People Who Use Our Services was favoured by the Commissioners of our services, but there may be some local protocols such as residents, client etc.</p>	
iii	<p>Assembly 2015</p> <p>CEO said that our report had been well received and the fringe event had also been well attended. Sanctus Media had developed the SocialCareForum.scot website which was launched at the Fringe. He was pleased that there had been agreement employ a Social Care Mission Officer to help resource the church and that CrossReach were now able to address the issue of low pay although not yet at the level of the Scottish Living Wage foal I staff.</p> <p>CEO was disappointed that the Lord High Commissioner had not visited any CrossReach services this year and he would contact the Purse Bearer early in the new year to ensure that a visit was in place for 2016.</p>	CEO
IV	<p>Belmont Castle CEO</p> <p>CEO advised that we had taken Counsel's advice to send Dundee City Council a list of work required to be undertaken at Belmont Castle and had given the Council 3 months to carryout the work, if not undertaken the Council would be technically in breach of its landlord duties.</p> <p>In the meantime there is still 20 years of the lease to run and it is costing CrossReach around £80k per year for security and rent for the building.</p> <p>* Following the meeting Mary Macleod, Church of Scotland lawyer confirmed that the 3 month timeframe expires on 5th August.</p>	
V.	<p>Rubislaw Relief Allan Logan</p> <p>Allan said that as of 4pm on 22 April 2015 the service had transferred ownership to Care Concern. Lots of preparatory work had been undertaken with resident's families and staff to ensure a smooth transition. There were 4 members of staff who did not transfer and they were now working in other CrossReach services. Council thanked all staff involved in the sale particularly Allan Logan and Ian Wauchope as the key Directors.</p>	

<p>Vi.</p>	<p>Glasgow City Council (GCC) Framework Tender</p> <p>Calum said that it had been a complex, time intensive process and a huge amount of work had been undertaken by a number of staff. GCC wanted a single price for the 3 CrossReach services in Glasgow for the price would to be fixed for 4 years with a review after 2 years.</p> <p>The Vice Convener thanked all staff concerned for the work on the Framework.</p> <p>CEO said that Deliverance no 5 – invite the Moderator to write to the Scottish Government and Convention of Scottish Local Authorities (CoSLA) to note the challenges to long term funding in complying with the terms of framework agreements. CEO to draft letter for the Moderator.</p>	<p>Draft letter for Moderator to be provided</p>
<p>Vii.</p>	<p>Low Pay Initiative – Supplementary Report Mari Rennie</p> <p>Mari said it was a good news item that as a result of negotiations on the National Care Home Contract with CoSLA and additional money from the Council of Assembly from January 2016 it would allow us to pay additional monies to our lowest paid staff, it would take the lowest rate of pay from £6.57 to £7, not the Scottish Living Wage, but still a good increase. CrossReach were working with the ACNG to implement the increase.</p> <p>Vice Convener thanked everyone for the work undertaken.</p>	
<p>Vii.</p>	<p>Recruitment CEO</p> <p>Executive Committee noted that significant inroads had been made into reducing agency costs, but the reduction was not as much as it had been hoped. However it was hoped that the increase in the hourly rate for relief staff would help increase the number of applicants for relief posts. A report will be taken to Executive Committee outlining a strategy to monitor relief recruitment. Council Members confirmed that they were content with the strategy direction.</p>	<p>Report back to February Council</p>
<p>iv.</p>	<p>Income Generation Bill Usher</p> <p>Bill said that Council had previously agreed that we should engage a consultant to undertake an audit of CrossReach to ensure CrossReach has the expertise and technology in place for fundraising. CrossReach has “Raisers Edge” the not for profit management and fundraising software which is widely used by the voluntary sector. The post of Income Generation Manager has been advertised he/she will, once in place, recommend and help develop our income generation strategy. Elizabeth Hay confirmed that £7k had been spent to date on the audit and consultants time from a budget of £10k.</p>	
<p>b.</p>	<p>Income and Expenditure Summary – periods 2,3,4</p> <p>Jo Elliot said that we had lost £600k already this year due to the delay in the school reconfiguration. Council agreed that CrossReach needed to be sustainable and that the 2016 budget should reflect that.</p>	
<p>c.</p>	<p>Balance Sheet - periods 2,3,4</p> <p>Council noted the Balance sheet</p>	
<p>d.</p>	<p>Council of Assembly Finance (CoAF) Group Vice Convener advised that the CoAF had recognised all the work being</p>	

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	undertaken to reach breakeven and have now asked CrossReach to attend 6 meetings rather than 9 meetings per year, but we were welcome to attend all the meeting if we felt the need to raise matters with them.	
e.	Church and Society (C & S) Adrian Bark Adrian said that the new Council Secretary was Martin Johnstone and that he would be undertaking a major review of Church and Society, partly due to increasing pressures on staff. This will involve wide consultation – or “deep listening” with other Councils of the Church, local authorities and the voluntary sector. Valerie Thomson C & S representative on SCC said that it would be helpful for CrossReach to be represented on C & S Education Committee. Please see attached for Adrian’s report. Vice Convener thanked Adrian for his report.	CEO and Convener to discuss this issue
f.	Guild Kay Keith Brenda Graham had been unable to attend Council, therefore Kay Keith the previous National Convener provided an update. She said that the Guild had been reviewing its own structures. CEO said that preliminary discussions with Brenda Graham had taken place the principle of Pray, Talk, Walk was being considered at National Guild level.	
g.	Scottish Council Housing Action (SCHA) CEO Clare Fleming the current representatives would like to come off the group. CEO said that the he had had discussions with the Convener and the proposal was that the Social Care Mission Officer, once appointed, would represent Social Care Council on SCHA. Council agreed that the Social Care Mission Officer should represent the interests of Council.	Social Care Mission Officer to represent SCC on SCHA
h.	Priority Areas (PA) Irene McGugan Irene provided background and said that the meeting to discuss the progress on the action plan had been held in September, unfortunately neither she nor Richard Begg could attend but all attended the 27 th March Forum, with Elizabeth Hay. At the March Forum some people did not understand a number of the actions and it appeared that some actions had not been recorded including that of any PA work done in rural areas. A first step would be for a conversation to be set up between PAs and the rural committee. With regards to the SCC there appeared to be only one action for CrossReach. Irene said that there were discussions about the PA being more closely aligned to Church and Society and it was agreed that SCC would be involved in discussions with C & S in future.	
i.	Church Involvement (CI) The minutes and matters arising were taken as read.	
6.	Social Media Policy CEO The CEO said that as members of the SCC they are required to adhere to the social media policy and the Scottish Social Services Council (SSSC) code of conduct in relation to all forms of social media, internet, blog postings including Facebook, LinkedIn,	SCC members

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	Twitter etc.	
AOCB	<ul style="list-style-type: none"> Vice Convener said that a group of CrossReach staff had successfully completed a 5k run to raise funds for CrossReach Children and Family Services. Council members could still sponsor through the just giving website. CEO advised that Council members agreed at the June 2015 that they would visit at least 1 CrossReach service during the year and if they had not already done to let Diane know which service they had visited. Diane could also put them in contact with service managers to make arrangements. 	<p>SCC members</p> <p>SCC members</p>
	The meeting was closed with a reading from Ian Wauchope and a prayer from Mari Rennie	
	Friday 12th June 2015	
	The meeting was constituted with a reading and prayer from Rev Thom Riddell.	
	Small Group Exercise – Review of Governance	
	<p>Council members broke into their relevant governance groups to review the new structures</p> <ul style="list-style-type: none"> Quality Compliance and Improvement Finance and Resources, and Executive Committee <p>Brief feedback was given at the meeting and the CEO asked that written feedback be shared.</p> <p>Feedback from the group exercise is attached.</p>	
	Date and Time of Next Meeting 10:30am on Wednesday 9 th September 2015, Charis House Edinburgh	
	The meeting was closed with the Grace	

Signed:
Convener

Signed:.....
Chief Executive Officer

Secretary of the Council

Date:

Date:

Appendix 1

**Social Care Council
11/12 June 2015**

Sederunt:

Mr Adrian Bark
Rev Richard Begg, Vice Convener
Mrs Martha Bogle
Dr Sally Bonnar Convener (11 June only)
Prof Tom Chadwick
Mr Jo Elliott
Mrs Mary Ford
Rev David Gray
Mr David Matheson
Mrs Kathleen MacPherson
Mr Ali MacRae
Mrs Irene McGugan
Mr Grant Petrie
Mrs Susan Pym
Rev Thom Riddell
Rev Ramsay Shields
Mr Angus Swan
Mr Bill Steele
Mrs Valerie Thomson
Mr Bill Usher
Dr William Wallace
Rev Arrick Wilkinson

Apologies:

Mrs Clare Fleming
Mrs Brenda Graham
Mr Douglas Hope
Mr Frazer Horne (ACNG Chair)
Rev Sheila Moir
Mrs Sheila Robertson
Mr Ian Russell
Rev Hugh M Stewart, Vice Convener

In attendance:

Mr Peter Bailey	(Chief Executive Officer)
Mrs Mari Rennie	(Director of Human Resources & Organisational Development)
Mr Allan Logan	(Director of Services to Older People)
Mr Ian Wauchope	(Director of Finance & Resources)
Mr Calum Murray	(Director of Adult Care Services)
Mrs Diane Gunstone	(Minute Secretary)