

THE CHURCH OF SCOTLAND SOCIAL CARE COUNCIL

Meeting held in
CrossReach Charis House, Edinburgh
Wednesday 17th September 2014
10:30 to 3:30pm

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
20.	<p>Welcome and Opening Worship</p> <p>The Convener welcomed members to the Council meeting with a particular welcome to Rev Joshua Nyangulu from the Synod of Livingstonia in Malawi who had been supported through his studies by the World Mission Scholarship Programme. Joshua said that the mission hospital where he worked had been set up by Scottish missionaries in the 1880's. He thanked Council for their warm wishes and said that he would take our love back to Malawi.</p> <p>Rev Richard Frazer read from Nehemiah Chapter 1 and the Convener said that we should aim to carry out the tasks we had been appointed to with a joyful spirit.</p> <p>The meeting was constituted by prayer.</p>	
21.	<p>Council Outcomes</p> <p>A small Group exercise was undertaken by groups of Council Members. It was agreed that a final document would be presented to Council in December.</p>	
22	<p>4 Tiers of Engagement CEO</p> <p>The CEO presented the action being taken within each of the 4 tiers of engagement outlined in our General Assembly report on the 4 tiers:-</p> <ul style="list-style-type: none"> • Prayer • CrossReach Local • CrossReach National • Getting alongside <p>The CEO's presentation is attached for ease of reference.</p> <p>In relation to CrossReach Sunday members were asked to indicate if they could attend CrossReach Sunday on 2nd November and if they could hand out leaflets "Your Charity Changes Lives..Be Part of It" and collect completed tear off slips, if possible, at the end of the Sunday service from their</p>	

	local church. Council members asked that the leaflets were distributed to them in plenty of time.	E Hay
23.	<p>On-Line Portal Presentation Kevin Bryant (CrossReach IT) The Convener introduced the item and Kevin Bryant and said the portal had been developed to ensure that all members were able to access all Governance papers no matter which governance group/ Committee they sat on.</p> <ul style="list-style-type: none"> • Members highlighted the numerous notifications they had received over the last few days each time a document had been added to the portal. Following the meeting notifications had been disabled for now. • Some members said that they had not received any notifications and were advised to check they “spam or junk box”. • Kevin advised that everyone would be sent log in details and a password, which should be changed to a password of their choice. • Documents on the portal would be in PDF format- read only and could not be altered. • Hard copies of papers would continue to be issued and members would be asked again how they would like their papers delivered at the end of the year • Kevin issued written instruction and his contact details were shared with members in case IT support was required. <p>The Convener and Council thanked Kevin for his work on the portal and presentation and the CEO acknowledged the work that Diane Gunstone had been done to make the initiative happen.</p>	D Gunstone
24.	Business Meeting	
25.	Declarations of interest None	
26.	Apologies A list of apologies is attached at Annex 1	
27.	Minutes of the Social Care Council 19th / 20th June 2014 The minutes were agreed and changes made.	
28.	<p>Matters Arising HR Resourcing Policy M Rennie provided an update advising that the aim was to reduce agency costs and to streamline HR processes. She said that:-</p> <ul style="list-style-type: none"> • A p/t resourcer has been recruited • New software purchased and was ready for installation • Contact made with universities, Christian Unions, Divinity College – literature sent to promote vacancies and relief 	

	<p>bank. CrossReach attending Edinburgh University Careers fayre</p> <ul style="list-style-type: none"> • New recruitment materials developed and are in circulation • Existing relief staff were asked if they would work in other units, 24 have indicated a willingness to do so, so far • Relief bank now on 6 jobsites with second closing date 30th September • All Managers received presentation and will receive training shortly. • Go Live date 1 October <p>At the end of the 6 months pilot a report will be brought back to Executive Committee.</p> <p>The Convener and Council thanked the HR Department for their hard work and achievement to date.</p> <p>Development of central point /portal for minutes of meeting and issues of interest to Council members</p> <p>On agenda – see specific agenda item.</p> <p>Council members agreed to visit CrossReach services Many Council members have already visited CrossReach services and found the visits inspirational. The Convener encouraged Council members to visit as staff are encouraged when Council takes an interest. Members gave a commitment at June Council to visit at least one service.</p> <p>Guild Linking with CrossReach Services CEO, Convener and Brenda Graham were meeting with Iain Whyte and Kay Keith on Monday 29th September to discuss further, opportunities for joint working.</p> <p>Financial Projections In response to J Elliot’s question on projections for the year I Wauchope said that there would be 2 forecasts produced yearly one at the 6 months period and another at the 9 month period.</p> <p>Income Generation Task Group Update On agenda – See specific agenda item</p>	<p>M Rennie</p>
<p>29.</p>	<p>Governance of other Committees</p> <p>Executive Minutes 25th June and 27th August Convener The Convener advised that she would not speak to the minute but highlighted issues of interest. She said that there would be a joint exercise on the balance scorecard with the Corporate Management Team (CMT) at the October Executive Committee as well as an exercise to clarify the relationships between the</p>	

different governance Groups.
D Gunstone apologised that the June Executive minutes had not been sent with the papers.

Income and Expenditure Summary period 6 and 7

Balance Sheet period 6 and 7 Richard Begg

Chair of the Finance and Resources Group Richard Begg provided a summary of the issues. He said that :-

- ~ The Church of Scotland Audit Committee were extremely satisfied with the Governance procedures of SCC.
- ~ Services To Older People - experiencing a shortfall in a few services and in Rubislaw. However action plans were in place for those services and the Rubislaw sale was proceeding.
- ~ Children and Family Services – new model was proceeding as planned and occupancy was at 26.5, higher than projected.
- ~ Legacies received were much lower than projected, however there was possibly some good news in the near future from the General Treasurer in relation to an expected legacy. He also noted that legacies down for the whole Church were down.
- ~ Services continued to monitor spending strictly.

Convener thanked Richard for his update

Council of Assembly Convener

Convener, Sally Bonnar said that she and the CEO attend the Council of Assembly (C of A) and the Council of Assembly Finance Group (along with the Director for Finance & Resources and the Chair of the F & Group Richard Begg) on a monthly basis. She also said that:-

- ~ Business cases for Gaberston and Cameron House would go to the October C of A Finance Group.
- ~ C of A were following the Rubislaw sale with interest.
- ~ All Councils had been asked to provide an update at the September residential C of A under the following headings and she highlighted the issues for CrossReach under each:-
 - **Priorities**
 - Balanced score card
 - Church involvement
 - Income generation
 - **Challenges**
 - Self-Directed Support
 - Health and social care integration
 - Move to implement living wage
 - **Unknowns**
 - Dementia ambassadors
 - How many children CrossReach engage with
 - The extent of Counselling Services and how much is saved by the National Health Service

Church and Society update Adrian Bark

	<p>Adrian provided an update – see attached Convener thanked Adrian for his update</p> <p>Guild Brenda Graham Brenda provided an update and said:-</p> <ul style="list-style-type: none"> ~ It had been nice to see Peter and Richard Begg at the Guild Annual meeting in Dundee on 6th September ~ The final theme ‘A World to Serve’ is the current three year strategy ‘Whose we are and Whom we Serve’ ~ The Guild hosted three overseas visitors from across the world, Rev Mwawi Chilongozi, Presbyterian Church of Central Africa and the Synod of Livingstonia, Nancy Lin Presbyterian Church of Taiwan and Katerina Vojkuvkova Evangelical Church of Czech Brethen, in the Czech Republic. They visited CrossReach services in Eastwoodhill, the Heart for Art Guild funded project and Morlich House in Morningside during their 1 week visit ~ For three days their visitors were in the care of Edinburgh Presbyterial Guild Council and visited the library in New College and then onto World Mission ~ The Guild would like to make a presentation on the ‘Golden Age’ project to the Social Care Council and Brenda asked if this could be done during CrossReach week. ~ Looking forward to attending the meeting arranged for 29th September between the Guild and CrossReach ~ She will inform more people about CrossReach through her connections with the Guild nationally <p>Convener thanked Brenda for his update</p> <p>Scottish Churches House Action (SCHA) Clare Fleming Clare said that:-</p> <ul style="list-style-type: none"> ~ SCHA AGM on 3rd October will now be held in SCHA offices in Edinburgh due to low take up. ~ Graham Wilson - New Convener appointed ~ She would forward dates to note to D Gunstone for onward transmission to Council members <p>Convener thanked Clare for her update</p> <p>Priority Areas Irene McGugan Peter said that the next meeting was 24th September and that Elizabeth Hay would attend with Andy Cashman. Neither he, Convener, Richard or Irene were able to attend as it was a Committee day. He invited Council Members to express interest to Diane if they were interested in representing the Council.</p>	<p>CEO</p> <p>C Fleming</p> <p>SCC members</p>
<p>30.</p>	<p>Church and Society (C & S) Presentation and Discussion Rev Sally Fulton Foster, Convener and Rev Dr Graham Blount, Acting Secretary</p> <p>Sally Foster Fulton and Graham thanked the Convener for the</p>	

opportunity to talk to the Social Care Council (SCC).

Sally Foster Fulton advised that C & S remit was to engage on behalf of the Church on the political and the diverse needs of Scottish society and that the Council must forge relationships, not work in isolation over a broad spectrum of work, lending their influence to other organisation's campaigns from climate change to education, promote social justice and highlight issues for those on the margins of society. She said that the SCC and C & S had similar remits and both Sally and Graham saw this as an opportunity for more joint working. Both looked forward to the joint conference in November.

They highlighted some of the work C & S were involved with:-

- ~ Engaging with the UK Government and Scottish Parliament through the Scottish Churches Parliamentary Office on issues such as bedroom tax and food banks.
- ~ Scottish leadership issues. CrossReach should be involved in those discussions with Catholic Church, Scottish Trade Union Congress (STUC) and Confederation of Scottish local Authorities.
- ~ Living wage – General Assembly 2012 deliverance committed the church to paying the living wage by 2015 and have a plan to do so.
- ~ Church needs to be at the forefront of climate change – need to reduce our carbon footprint.
- ~ Kinship bonds report - society changing and the issue needs to be mainstreamed.
- ~ Gambling on line, requires legislation on advertising.
- ~ Prison Visitors Centre - there should be one in every prison in Scotland. CrossReach has knowledge and are working with C & S on the National Steering Group.
- ~ Churches mutual credit union – good model for ethical banking and should be promoted.
- ~ Sally confirmed that through the 1,000 Churches across Scotland we need to be able to translate those issues into credible debate and action.
- ~ In order to highlight the depth of work undertaken Graham Blount drew attention to the comparative number of sections in the deliverance for each Council :-
 - o Social Care Council – 9
 - o World Mission Council – 30
 - o Mission and Discipleship Council - 34
 - o Ministries Council - 40
 - o Church and Society Council - 88 (these deliverance are the basis of the C & S work plan)

Graham cited further work being carried out:-

- Report on Imagining Scotland's future will be followed up with the Moderator in November
- Involved with the theological forum on assisted dying
- Combating the digital divide

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	<ul style="list-style-type: none"> - Fracking – identifying issues - Israel and Palestinian issue - Syria and Iraq - Increasing cost of funerals (Brian Kerr will represent the church at a meeting in London in October to debate this issue) - Growth of food banks – which will in the short term alleviate some issues, but is not a long term solution <p>The Convener thanked Graham and Sally for attending the Council and for the very interesting debate. She said that it made sense that both Council’s work together to make a difference and looked forward to the Conference in November. Mary Ford from the Social Care Council was on the planning group. She thought it would be helpful as we are moving to outcome based targets to develop at least 1 or 2 outcomes from the November joint conference.</p>	Convener
31.	<p>CEO advised that following the Referendum the Scottish Churches Parliamentary Office were holding a conference on the 6th October to discuss the ramifications following the outcome of the Referendum and invited a Council member to attend the conference. Anyone interested to get in touch with CEO, Convener or D Gunstone.</p>	SCC
32.	<p>Rubislaw update CEO advised that the link person for the sale was Ian Wauchope the Finance and Resource Director and that he was to be congratulated for dealing with all matters so efficiently. Mary MacLeod, Church of Scotland Solicitor is assisting the Council. Ian advised that the Heads of Terms had now been signed which gives a starting point for the legal contract being drawn up. He was hopeful that the contract would be signed by the end of November. He said that there was regular communication meetings with Rubislaw staff on the progress of the sale.</p>	
33.	<p>Income Generation Task Group (IGTG) Bill Usher Bill Usher, Chair of the IGTG provided Council with a verbal update and sought approval for the group to continue and for the development of an income generation strategy which would cost £15,000. He advised that:-</p> <ul style="list-style-type: none"> - The group had met on a number of occasions and included, Bill Usher (Chair), CEO, David Gray, Susan Pym, Martha Bogle Elizabeth Hay, and Viv Dickenson. - Bruce Tait and Associates had been engaged to produce a capability report which had cost £2,400 - Outcome of the capability report was that an income generation strategy would need to be developed. Bruce Tait are happy to work with CrossReach to produce the strategy. The cost of £15,000 would need to be met from contingency - Council acknowledged that income generation is a 	

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	<p>specialist area of work and so far we have been unable to achieve the returns for an organisation of our size. SCC agreed that the IGT Group should continue, that work be carried out with Bruce Tait Associates to develop an income generation strategy ~ Council agreed to the cost of £15,000 be met through contingency.</p>	
34.	<p>Nominations to Council 2015 CEO advised that Richard Frazer's tenure as Vice Convener would come to an end in May 2015. The main duties, person specification and timetable for nominations were shared with Council members who were advised that nominations should be emailed to CEO by 30th October. The Executive Committee would interview candidates and the successful candidate would go forward to the nominations committee for approval.</p> <p>Basic information for new members was also shared with Council and again members were asked to contact the CEO by 30th October with names of potential new members and an application form would be sent to them.</p> <p>Arrick Wilkinson and Ali MacRae were nominated onto council in May 2014 for 1 year and advised that they would like to continue onto Council. CEO noted this and would take appropriate action.</p>	<p>SCC members</p> <p>SCC members</p> <p>CEO</p>
35.	<p>AOCB</p> <p>Staff discount (CrossReach Council members) The CEO advised that Council members could receive a discount on Christmas cards and calendars. Need to use the appropriate code to get the 20% discount.</p> <p>Heart for Art Talks - Council members were invited to attend the training being held on Monday 22 September in Charis House.</p>	
36.	<p>Date and Time of Next Meeting 10:30 on 10th December 2014.</p>	
37.	<p>The meeting was closed with the Grace</p>	

Signed:
 Convener

Signed:.....
 Chief Executive Officer
 Secretary of the Council

Date:

Date:

Appendix 1

Social Care Council

17th September 2014

Sederunt:

Mr Adrian Bark)
Rev Richard Begg
Mrs Martha Bogle
Dr Sally Bonnar
Mr Jo Elliott
Rev Dr Richard Frazer
Mrs Clare Fleming
Mrs Mary Ford
Mrs Brenda Graham
Mr Douglas Hope
Mr David Matheson
Mr Ali MacRae
Mrs Irene McGugan
Mrs Kathleen MacPherson
Mr Grant Petrie
Mrs Susan Pym
Rev Thom Riddell
Mrs Sheila Robertson
Mr Ian Russell
Mr Bill Usher
Dr William Wallace
Rev Arrick Wilkinson

Apologies:

Prof Tom Chadwick
Rev David Gray
Mr Stuart Lynch
Rev Sheila Moir
Mr Bill Steele
Rev Ramsay Shields
Rev Hugh Maurice Stewart
Mr Angus Swan
Mr Bill Wishart

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 Viv Dickenson	(Director Children and Family Services)
Mrs Diane Gunstone	(Minute Secretary)