

## THE CHURCH OF SCOTLAND SOCIAL CARE COUNCIL

Meeting held in  
CrossReach Charis House, Edinburgh  
20th February 2014

### Draft Minute

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

	<b>Agenda item</b>	<b>Action</b>
<b>68.</b>	<p><b>Welcome and Opening Worship</b> The Convener welcomed members to the first Council of 2014 she read from Jeremiah and reminded Members that we were advocates of Christ. She constituted the meeting with a prayer.</p>	
<b>69.</b>	<p><b>Apologies</b> The Convener and Council welcomed Angus Swan back to Council after a period of illness. The Convener said that Brenda Graham would be standing down for a year due to ill health. CEO said that he and Iain Whyte would discuss co-opting another Guild Member until Brenda's return. Apologies were noted in appendix 1 attached.</p>	
<b>70.</b>	<p><b>Declaration of Interest</b> There were no declarations of interest.</p>	
<b>71.</b>	<p><b>Minute of Social Care Council 12<sup>th</sup> December 2013</b> The minute was accepted.</p>	
<b>72.</b>	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>~ Scheme of Delegation, remit and members on Committees - on agenda.</li> <li>~ Income Generation Speaker to speak to Council 2014 – on agenda.</li> <li>~ Interaction with other groups – David Bradwell's report – on agenda.</li> <li>~ How to deal with service users monies – report has gone to Finance and Resources – in hand.</li> <li>~ Rev Richard Frazer queried legacy figure – response from I Wauchope on matters arising.</li> <li>~ Nominations to Council – on agenda.</li> <li>~ CEO and Convener to meet Church and Society – on agenda.</li> <li>~ HR Resourcing Policy - CEO advised that it was a significant and complex piece of work and that work was ongoing with</li> </ul>	

	<p>the hope that a report will come back to April Council.          ~ Updated Strategic Plan – revised plan on the agenda.</p>	
73.	<p><b>Finance and Resources Committee – Minute 20<sup>th</sup> December 2013:-</b> Professor Tom Chadwick Chair of the Committee spoke to the minute and highlighted a number of issues -</p> <ul style="list-style-type: none"> <li>• At the end of 2013 CrossReach came in £300k worse than had been projected, however £220k had been spent on the reconfiguration of the schools, which was planned for in 2014.</li> <li>• Ballikinrain had been revalued with a reduced valuation of 800k, £600k less than in 2013.</li> <li>• Fundraising and legacies were £150k more than had been projected.</li> <li>• Monitoring of services in deficit was continuing with reports to come back to June Council for decision.</li> <li>• Further negotiation with Dundee City Council was required to resolve the Belmont Castle issue.</li> <li>• There had been resolution on Mathieson House rent and lease matter.</li> <li>• Procedures on the handling of service users funds had gone to Finance and Resources for consideration which answers the query from the Auditors about having procedures in place</li> <li>• National Care Home Contact (NCHC) was in place at present but will come to an end. This will mean negotiations with individual local authorities which will bring both opportunities and challenges. The CEO said there had been a 2% increase in 2013 and it was looking likely that the increase would be just 1.2% for 2014. Most groups involved in the negotiations were minded to accept this due to the time needed for individual negotiating. Allan Logan said that he had been lobbying with local authorities for an increase in funding for dementia services with some success.</li> </ul> <p>Convener thanked Tom for his update.</p>	
74.	<p><b>Business Committee Minute of 5<sup>th</sup> February 2014</b>          Bill Usher, Vice Chair of the Committee spoke to the report and highlighted a number of issues discussed at committee:-</p> <ul style="list-style-type: none"> <li>• Item 10 - the outcomes for the Third Sector Early Interventions Fund (TSEIF) highlighted the good work being undertaken by Children and Family Services.</li> <li>• Item 12 - 5 year research is being undertaken by Edinburgh University for boys who have been in our care. The research will be used to shape future services.</li> <li>• AOB - Bill said this was a complex issue that had been brought to the Business Committee for decision. He explained that Scotland Excel were a procurement organisation used by Scottish local authorities who were introducing the National Residential Framework for purchasing of children services. Mary McLeod from the Church of Scotland law department was concerned about a number of legal issues in the tender</li> </ul>	

Item 4.1

	<p>documentation which could have serious ramifications and was seeking Council's view on the best way forward. A list of issues was considered by the Committee.</p> <p>After a full discussion the Committee agreed the following actions:-</p> <ul style="list-style-type: none"> <li>• That CrossReach should tender to be on the National Residential Framework but with conditions as highlighted in the paper tabled.</li> <li>• That CCPS or Etc's should be asked to advise Scotland Excel that although organisations like ourselves are submitting to be on the framework there were still issues of concern in relation to the requirements which providers will highlight in their submission.</li> </ul>	
75.	<p><b>Quality and Standards Committee Minute of 4<sup>th</sup> February 2014</b></p> <p>Dr William Wallace who had chaired part of the meeting invited Members to ask questions. Rev Hugh Stewart queried why Life and Work were disinterested in promoting our positive service user survey results. The CEO advised that whilst the data had been passed to Life and Work it was the editor's choice which articles were published and which were not, but he did say that there may be other routes in to promoting our good results.</p>	
76.	<p><b>Church Involvement Group</b></p> <p>The Convener said that there was a lot of work being undertaken and highlighted a few issues:-</p> <ul style="list-style-type: none"> <li>• CrossReach were in discussions with Greyfriars Church in Edinburgh and St Andrews in Bo'ness and looking for a third partner</li> <li>• Glenn Liddall and Allan Logan had a very productive meeting with St Andrew's Church, Bo'ness following the Conveners' and CEO visit.</li> <li>• The Report to the General Assembly will major on the work and connections being made by the Church Involvement Group along with CrossReach Local and CrossReach National</li> <li>• CEO had met with Iain Whyte and representatives from the Guild regarding piloting CrossReach services with local Guilds. Kay Keith confirmed that it had been a very productive meeting and that the Guild were in discussion about the detail.</li> <li>• Bill Usher advised that there was a great deal of interest in CrossReach when the DVD with the CrossReach stories had been shown in his church. Rev Hugh Stewart had also used the DVD as part of his Sunday worship with great interest.</li> </ul> <p>The next meeting of the Church Involvement Group has been rescheduled to 12<sup>th</sup> March.</p>	
77.	<p><b>Legacy Summary</b></p> <p>Ian Wauchope advised Council that nearly £873,000 had been received in legacies during 2013 which was £150,000 more than projected.</p>	

<p>78.</p>	<p><b>Interaction With Other Groups</b></p> <p><b>The Guild – Kay Keith</b>  CEO informed Council that Kay Keith would be the Guild’s National Convener. Members congratulated Kay on her appointment. Kay said that the Guild was very enthusiastic about working with the Social Care Council.</p> <p><b>Church and Society (C and S) – Adrian Bark</b>  Adrian spoke to his report and said that C and S and the Social Care Council had made a commitment to work together and an annual joint conference would be held later in the year. He went on to say that the remits of both Councils were very similar which could create tensions on issues and may require remits to be looked at in future. He said that C and S will consult more in future. The Convener advised that she and the CEO had met with Rev Ewan Aitken and Sally Foster – Fulton the Convener on 17<sup>th</sup> February after Council of Assembly. It had been a good meeting and timely given the issues around “named person” on the Children’s Bill and that a number of issues had been discussed at the meeting:-</p> <ul style="list-style-type: none"> <li>• C and S and SCC had agreed to work more closely to give C and S a greater understanding of the work of CrossReach’s services.</li> <li>• C and S have agreed to identify a member of their Council who can be co-opted on to Social Care Council and this will be reciprocated by SCC</li> <li>• Joint conference in the autumn with C and S and SCC organising.</li> </ul> <p><b>Welfare Reform Report</b>  Irene McGugan said that this was the final report and that there would be 5 deliverance (circulated at Council), but it would be an on - line report only. The Convener thanked Irene and Calum for their time and input to the report and said that this was a good example of joint working.</p> <p><b>Priority Areas Forum</b>  Irene McGugan said that she had nothing new to report.</p> <p><b>Scottish Churches Housing Action</b>  Clare Fleming said that meeting was taking place at the same time as Council and was therefore unable to provide an update at this time.</p> <p><b>Council of Assembly</b>  The Convener highlighted a number of issues that had been discussed at the last Council of Assembly including:-</p> <ul style="list-style-type: none"> <li>• A great deal of the meeting had been taken over to Religious observance in schools and the recent media coverage involving the humanists</li> <li>• Stewardship - A Gibson gave a presentation on the importance of Stewardship campaigns in the Church</li> </ul>	

Item 4.1

	<ul style="list-style-type: none"> <li>All department / Councils of the Church were busy working developing their blue book reports to the General Assembly.</li> </ul>	
79.	<p><b>Income Generation Presentation by Charlotte Bray, Institute of Fundraising</b></p> <p>Charlotte Bray gave a presentation on income generation. Charlotte's presentation is attached for information. It was agreed to set up a short life task group to consider the income generation issue to include Martha Bogle, David Gray, Bill Usher, and will report back to the June Council. Diane to circulate dates to members.</p>	<p>Task Group</p> <p>D Gunstone</p>
80.	<p><b>CEO's Report</b></p> <p>The Convener thanked the CEO for his report. Calum advised that Alan Baird Chief Social Work Adviser to the Scottish Government had attended the first Senior Management Team meeting of the year and had accepted an invitation to visit some of CrossReach services in the future. He had also accepted an invitation of guest speaker at the CrossReach Service of Celebration (Awards Ceremony) on the 27<sup>th</sup> May to which all Council Members were invited. Council Member to advise D Gunstone if they are attending.</p>	<p>SCC members</p> <p>D Gunstone</p>
81.	<p><b>General Assembly Report</b></p> <p>CEO introduced the Draft Social Care Council Report. Council agreed with the thrust of the report and that it captured the development and work of the Council this year and commended the CEO for his work on the report Richard Begg advised that he would provide a contribution on mission. CEO said that he would draft the Deliverance and email Council for comments. Council made the following suggestions:-</p> <ul style="list-style-type: none"> <li>To support CrossReach as the charity of choice</li> <li>Commend Oasis Garelochhead</li> </ul> <p>Council members were invited to attend the 2014 General Assembly for the presentation of the report but there was added security which meant that Council members needed to provide their date of birth as well as their name to get in. Council members to send details to D Gunstone. Details must be received before 23 April 2014.</p>	<p>Rev R Begg</p> <p>SCC</p>
82.	<p><b>Nominations</b></p> <p>The Convener said that nominations to Council would be ratified at the General Assembly in May and confirmed at the June residential meeting.</p>	
83.	<p><b>Scheme of Delegation and Review of Governance Report</b></p> <p>The Convener spoke to her report and some members of the Quality and Standards Committee said that there may not be enough business for the Quality, Compliance and Improvement Group to meet on a monthly basis. The Convener advised that the group will consider how improvements could be made to</p>	

Item 4.1

	<p>CrossReach’s work to drive up standards and that the balanced score card could also be used to do this as it was not purely a financial measure. Kay Keith Vice Chair of the Committee at present said that the committee had been looking at ways in which they could be more involved in this work and was therefore a helpful development. Following discussion it was agreed that:-</p> <ul style="list-style-type: none"> <li>• The Quality, Compliance and Improvement Group would meet monthly, on the same day along with the Finance and Resource Group and Executive Committee.</li> <li>• Vice Chairs would deputise for Chairs</li> <li>• The new governance arrangements would be a pilot and would be reviewed at the September Council</li> <li>• Council of Assembly to be advised of the changes and give approval</li> <li>• Members to advise Convener which Group / Committee they would wish to serve on. D Gunstone to send out proforma.</li> </ul>	D Gunstone
<b>84.</b>	<p><b>Strategic Plan 2014 – 2016</b> CEO spoke to the amended plan and advised that it had been amended taking into account members’ comments from the December Council. Council suggested removing the word targets from the plan. It was noted that work on the outcomes would be carried out at the June Council.</p>	
<b>85.</b>	<p><b>Meeting for Dates for Next Year</b> Council agreed the dates with an additional Council meeting to take place on 23 April in Charis House.</p>	
<b>86.</b>	<p><b>AOB</b> The Convener asked where Council wished to hold their residential meeting there were two options, either The Royal George in Perth or West Park in Dundee. Council agreed on West Park.</p> <p>The Convener thanked Mary Landels for her contribution to the Council over the last 8 years and Council wished her well for her retirement.</p>	
<b>87.</b>	<p><b>Date and Time of Next Meeting</b> 23 April Charis House, Edinburgh</p>	
<b>88.</b>	<p><b>The Convener thanked members for their contributions and the meeting was closed with The Grace.</b></p>	

Signed: .....  
Convener

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

Date: .....

Date: .....

## Appendix 1

### **Social Care Council**

20<sup>th</sup> February 2014

#### **Sederunt:**

Mr Adrian Bark  
Rev Richard Begg  
Mrs Martha Bogle  
Dr Sally Bonnar  
Prof Tom Chadwick  
Mrs Clare Fleming  
Mrs Mary Ford  
Rev David Gray  
Mr Ian Huggan  
Mrs Kay Keith  
Mrs Mary Landels  
Mr Stuart Lynch  
Mrs Irene McGugan  
Mr Richard McLeod – ACNG Chair  
Rev Ramsay Shields  
Mr Bill Steele  
Rev Hugh Maurice Stewart  
Mr Angus Swan  
Mr Bill Usher  
Dr William Wallace

#### **Apologies:**

Rev Dr Richard Frazer  
Mr Douglas Hope  
Mrs Brenda Graham  
Rev Douglas Irving  
Mrs Kathleen MacPherson  
Mrs Susan Pym  
Mrs Jan Raitt  
Rev Thom Riddell  
Mr Ian Russell

#### **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)
Viv Dickenson	(Director Children and Family Services)
Mr David Reid	(Head of Estates)
Mrs Elizabeth Hay	(Head of Business Development) Item 7 only
Mrs Diane Gunstone	(Minute Secretary)
MS Charlotte Bray	Institute of Fund Raising Scotland Item 7 only