



Minute of the Third Sector forum held at 11.00 am 25th September 2014 – MacGillvray Room, Orkney Library.

Present: Sheila Garson (VAO), Peter Scott (VAO), Michael Moar (Stromness Shopping Week), Olivia Tait (Crossroads), Hannah Ker (VAO HR Development Worker), Simon Gordon (OACAS), Bryan Milner (OCAB), Sue Sulat (Pickaquoy Trust), Julia Meason (Kirkwall Council of Churches & Churches Together), Pat Shields (Orkney InfoNet and Access Panel Orkney) and Gerd Peters (Scottish Health Council).

In attendance: Ewan Kennedy (Minutes)

1. Welcome and Introductions

Sheila welcomed those present and thanked them for coming along.

The group also welcomed Julia Meason from Kirkwall East and Shapinsay Linked Churches, who was attending the Forum for first time.

2. Apologies

Apologies were received from: Mike Cooper (Orkney Care and Repair), Hazel Aim (ODF), Erika Copland (Homestart), Peter Coburn (Kirkwall Bowling Club), Helen Castle (REWDT), Michelle Koster (REWDT), Hilary Allen (PASS), Jan Judge (VAO), Gail Anderson (VAO), Helen Moss (RSO), Angus Ross (Orkney Foodbank) and Caron Jenkins (Age Concern Orkney).

3. Notes of the Previous Meeting (24th July 2014)

It was agreed that minutes were a true and accurate record.

4. Matters Arising

There were no matters arising.

5. Third Sector Working Group Minutes: 31st July 2014

- a) Review of TSWG remit – Members were asked for their opinions on the TSWG as attendance at meetings has been low in recent months.

Sue said that the TSWG was useful for networking with other groups. She suggested that a more focused meeting on a particular topic/issue may be beneficial. She also suggested that the TSWG should meet every two months instead of every month.

Bryan said that there are some issues that need more discussion, particularly those raised in the Third Sector Forum.

It was also mentioned that the TSWG is important for VAO to get a dialogue with the Third Sector in Orkney.

There was a general consensus that less frequent meetings of the TSWG, with opportunities to hold additional meetings on key issues as the need arose, would be beneficial.

Sheila also raised two points from Gail Anderson from the last meeting of the TSWG. Firstly point 3.4 Homecare Workforce - the brief has been sent to HIE and there will be

discussions to follow. Secondly, point 5.2 – Rural Parliament session, this was held on 11th September and was a really successful and informative event.

6. Partnership Updates

a. Community Planning Partnership

- i. Audit** – The draft report has been received and discussions are ongoing.
- ii. Planning Workshop** - The work on this is also ongoing, if time allows there could be discussions on priority actions relating to the three objectives: Positive Ageing, Sustainable Communities and a Vibrant Economic Environment.

Sue raised the point that the Pickaquooy Trust was concerned that Orkney was one of the few areas left in Scotland that has not engaged with the issue that physical activity can help address a range of public health concerns. The general manager at the Picky Centre is keen to come along to a meeting of the TSF to discuss ideas etc. Sue also said that this issue didn't only relate to Positive Ageing, statistics show that 1/3 of children are overweight by age 5.

Simon then said that staff at NHS Orkney had been issued with pedometers. He had also heard that NHSO staff had discounted Picky Centre memberships. Sue confirmed that NHSO has a corporate membership which any organisation is open to join/apply for.

Sue then raised the point that one of the major obstacles facing all services is reaching those who live in the Isles. Sheila said that ferries are an issue. Timetables are geared towards those coming to the mainland, rather for those travelling from the mainland to the Isles. She also raised the point that ferries are inaccessible for those with mobility issues etc. Pat then asked what we (as a sector) could do about that. Rather than ask all ferries to be rebuilt, there must be a realistic solution to this. Sheila then said passengers with mobility issues are often allowed to stay in their cars during the journey if they wished.

b. Integration Fund Guidance

The attached paper was noted. Sue then asked when NHS is going to consult with the Third Sector. Seeing as the feedback is due in December. Sheila then said that there is an integration workshop on 8th October at King Street Halls. She said ideas etc. from this session will be fed back in November.

c. Integrated Care Fund Multi-Morbidity Advice Note

The attached paper was noted.

d. Strategic Community Learning & Development Group

Sheila said in order to draft the CLD Plan funds have been received to research and update area profiles and community development needs. The work will be contracted out.

e. VAO & HIE Third Sector Social Impact Study

Sheila confirmed that this work will go ahead and must work in tandem with the development of the CLD Plan.

f. OIC Change Programme

Sheila said that Gail had met Kenny Low to find out more about the programme and to discuss the role of VAO and of the third sector. Kenny Low and his team will be reviewing OIC services and looking for efficiencies. He has also offered to attend the next TSF meeting in November.

g. NHS/Third Sector Engagement Matrix – An overview report.

This paper was noted.

h. Adult Protection – Service User and Carer Engagement

This paper was noted.

7. Community Planning Improvement Programme

Sheila provided an update on this on behalf of Gail. An analysis of Community Planning and the Third Sector will be carried out by the Improvement Service. The person who will be appointed as the Community Development Worker at VAO will be named at the next TSF meeting in November.

Sheila also encouraged those present to complete the Community Planning Improvement Programme surveys that had been sent out by the Improvement Service. It is important that the widest range of organisations respond to this survey.

8. Maternity Leave Policy (B Milner)

Bryan raised the topic of maternity leave policy with regard to the Third Sector.

He said that like other Third Sector organisations policies for which there is no new legislation are reviewed by the board on a regular basis. However it is quite possible for policies to be forgotten about for a significant period of time. He said that OCAB has had two members of staff on maternity leave in recent months. The board had looked at the maternity leave policy it had and it was felt that the basic Statutory Maternity Pay wasn't at appropriate level for an organisation that values its staff.

The key issue is how to get the optimal balance of what we would like to pay staff on maternity leave with how much a third sector organisation can afford in the current economic climate. Bryan also said that it is useful for organisations to look at their policies before a maternity leave payment is imminent.

Sheila then raised the point that at OIC, a male member of staff had taken his partner's maternity leave instead of his partner.

Sue mentioned that in her experience any annual leave accrued during maternity leave can be used for a sort of phased return to work rather than a "block" of time. She also made the general point that organisations need to factor in a percentage allowance to cover sick leave, annual leave periods and maternity leave etc. There are significant costs attached to finding cover, there needs to be critical mass and this issue has to be addressed at some point. She also said that term-time only working has been useful at Picky.

Simon mentioned the possibility of volunteers being utilised more in these sorts of circumstances. Gerd said that he had recently heard of a funder refusing to provide funding because the budgeting was so tight, that there was little room for manoeuvre for sick leave etc., there was little room for error.

Action: Bryan to forward items to Ewan for circulation to members of TSF

Sue raised the point there could be an anonymous maternity pay scale survey carried out. This could then provide an overview of where organisations compare with one another.

Action: VAO to look into this and report back.

9. Member Update

OACAS – Simon told members that there had been reorganisation of services at OACAS in recent months. OACAS now offers child and adult counselling. There is no longer any in-school counselling. However, there is now an Offenders Rehabilitation Worker who will work closely with Police and Criminal Justice Dept. at OIC when alcohol is involved.

OACAS has also developed group counselling for those who are on the waiting list for one – to – one counselling. There is also mediation sessions being held and OACAS are receiving a lot of referrals from GPs. Simon also raised the issue that preventative work is key, Orkney is top in league tables for alcohol related hospital admissions.

Pickaquooy Trust - Sue informed members of the Silver Sunday event that is being held at the Picky Centre on Sunday 5th October. There will be a sing along to the Sound of Music in the cinema, a range of activities to try and a tea dance.

Scottish Health Council – Gerd informed members that the Scottish Health Council office in Stromness has been suffering IT problems for 8 weeks, he is receiving emails etc. on an ad-hoc basis, and he is also unable to access any of the secure servers used by the Scottish Health Council.

Secondly he said that the Scottish Health Council, COSLA and the Alliance are going to be consulting on providing patients with carers. There has been a consultation meeting held, but it attendance was low due to other events taking place at the same time. There is a survey available on Survey Monkey and the details on how to access it will be circulated as soon as possible.

Thirdly, PASS Project, the Scottish Health Council does work with PASS. Gerd mentioned that he has learned that the NHS is keen to involve the Third Sector in the Advocacy Planning Steering Group. A letter from Elaine Peace at NHSO should be with the relevant organisations by now. There is also a survey in the pipeline that will allow people to have a stronger voice in service planning.

Orkney CAB - is still concerned about the imminent implementation of Universal Credit. Claims are to be made online and payments being made directly into a person's bank account, but less frequently. Resources are stretched as it is and there is not the reliable data connections available in Orkney that are so widely available elsewhere. Also, there will undoubtedly be a need for supporting claimants with the technicalities of claiming Universal Credit online. There has been a working group set up to deal with this issue, it consists of Sally Inkster (OHAL), Leslie Rendall (Revenues Manager, OIC) and Rhona Shearer (Jobcentre Plus, Kirkwall).

Sue then mentioned that Janette Mackie is working with the Picky Centre to get laptops to allow people to access these types of services at the café etc.

Bryan confirmed that there is no date for rolling out of Universal Credit, if not this year it will be later next year. Scottish Government has money to help mitigate the impact of this and OIC must use it to support people locally.

Stromness Shopping Week – Michael told members that the 2014 Shopping Week was excellent. All the events went to plan and the extra volunteers this year had made a huge difference.

The Stromness Shopping Week AGM will take place in the coming months. Michael said he does not expect and drastic changes. He hopes for a similar outcome next year.

Orkney Access Panel - Pat said that two people had attended training in Thurso. Pat said she will be going to Glasgow in the near future. She also said that there are new members are keen to become more involved in the work of the Access Panel. The organisation is going from strength – to – strength.

Crossroads Orkney - Olivia said that there was nothing to report.

Kirkwall Council of Churches & Churches Together – Julia said that churches are keen to get involved with the TSF and the wider Third Sector.

10. AOB

Sheila reminded members that the Full of Life Festival which is taking place on 1st October 2014 at the Royal British Legion in Kirkwall. She also encouraged members to attend the Integration Workshop at King Street Halls on the 8th October 2014.

She also reminded members to forward items for the TSF agenda if there is anything they wanted to discuss.

11. Date of next meeting

Thursday 20th November 11.00am