



Minute of the Third Sector Forum meeting held at 11am on Thursday 21 May 2015 in the McGillivray Room, Orkney Library and Archive

**Present:** Gail Anderson (VAO), Gerd Peters (Scottish Health Council), Hillary Allen (PASS), Pat Shields (Orkney InfoNet and Access Panel Orkney), Caron Jenkins (VAO), Debbie Sutherland (YPEople), Bryan Milner (CAB), Nic Thake (Shapinsay Development Trust), Frazer Campbell (Blide Trust), Gillian Skuse (Age Concern Orkney).

**In attendance:** Cecily Cromby (minutes)

**1 Welcome**

Gail welcomed those present and thanked them for attending

**2 Apologies**

Apologies had been received from Sheila Garson, Peter Scott, Bashir Haslam, Andy Spence-Jones, Helen Moss and Olivia Tait

**3 Minutes of the last meeting**

With the correction of the date of the next meeting, the minutes were accepted as a true and accurate record.

**4 Matters arising**

**Item 5e Community Response Plan** –This group has been renamed the ‘Choose Life Group’. Frazer advised that the group have put a training plan in place, subject to Government funding. The group are meeting next week to finalise contents of the plan.

**Item 4 (10) Service Level Agreements** – Most groups have now received their funding, but not the SLA.

**Item 6b Community Learning and Development Consultation** – Over 300 responses to the CLD questionnaire were received. A report on the consultation is due this week. The group agreed that the report should be shared broadly. Gail advised that the CLD Partnership have to produce a plan by the end of this year. Frazer informed the group that Orkney College are once more holding an advisory group, meeting with Orkney Health & Care to discuss training needs.

**5 Community Planning update:**

**a) Delivery Partnership Plans**

Gail provided a brief overview of the recent restructure of the CPP. She advised that she is Chair of the Positive Aging group. A working group have had three very productive meetings to date. They are looking at actions to achieve the three outcomes of: Healthy

and Sustainable Communities, Vibrant Economic Environment and Positive Aging. Copies will be circulated to the group at a later date.

**b) TSF Workshop Report (attached)**

Caron noted that a number of TSF members attended the Workshop on 26 March. She gave an overview of the day, highlighting that the main purpose of the workshop was to ensure that the third sector have a more robust role and better representation in the Orkney Community Planning Partnership (OCP). She acknowledged that the report is very large as it contains both background information on the OCP and full feedback from the day. Caron asked the group for questions about the report – none were received.

**c) Proposals for a Third Sector Strategy (circulated at meeting) and Proposals for Representative Role and Election Process**

Following the workshop a short life sub-group of the TSWG had been formed to develop a Third Sector Strategy for Community Planning in Orkney. Members are: Helen Moss (RSO), Frazer Campbell (Blide Trust), Erik Firth (CAB), Erika Copeland (Homestart), Caron Jenkins (VAO). Caron advised that the group needs a representative from the Isles. She will send an email requesting notes of interest. Caron noted that this work must be done by the sector, not VAO.

The group has met twice and developed a draft paper on Strengthening the Third Sector, a Strategy for Orkney (circulated) based on the feedback from the workshop. Caron advised that the sub-group has tried to develop a strategic approach that will have real deliverables, highlighting that as well as planning, ways need to be found to move things forward. The sub-group will be managed within the TSF. Gillian queried whether the right people were sitting on the TSF to do this. Gail advised that the TSF is an open forum.

Caron took the group through the report, seeking comments and feedback throughout.

The overall aim identified by the sub-group was discussed: *To build sustainable third sector capacity to meet the emerging needs of Orkney's diverse community, by providing equal representation and an effective contribution to shape future services in collaboration with stakeholders.* Caron noted that the overarching aim needs to have inclusive and representative wording that will encompass all organisations within the sector. Gillian queried the meaning of 'equal representation'. Caron advised that this relates to equal representation of groups regardless of size. Gillian did not read it as such. Bryan queried how we would find out the views of all third sector organisations. The final draft document would be circulated to all 600 plus third sector organisations in Orkney, however not all are expected to respond. Caron advised that there are plans to go out and meet communities and encourage them to engage. Gerd highlighted the importance of empowering communities and bringing the democratic process to the fore.

The six values and principles identified by the sub-group were discussed.

- *Recognising the value volunteering makes to overall wellbeing and economic sustainability of the community.*
- *Commitment to a needs led approach which is innovative, adaptable and responsive.*

- *Empowering individuals, families and communities through challenging, campaigning, and influencing change in order to build resilience and improve community wellbeing.*
- *Supporting equality and diversity through accountability, democratic processes, professionalism and good governance.*
- *Ensuring effective consultation and communication within and across partners and communities*
- *Being equal partners at all levels within the Orkney Community Planning Partnership by playing an active role in policy development, decision making and service delivery.*

Caron advised that the workshop groups approached this exercise very differently – with some giving statements and others just key words. The sub-group tried to tie the feedback together in the six values and principles, using statements that were given in the workshop. The sub-group also tried to make sure that the statements encompassed all groups: large and small; mainland and isles. Gillian queried whether the statements were in a particular order, Caron advised that they are not.

Caron ran through the four draft key priorities identified by the sub-group.

- *Demonstrating the real costs and economic impact of the sector: the ability to demonstrate the impact and value of volunteering and the wider economic impact of the third sector and the breadth of professional skills and expertise being provided.*
- *The requirement for a joint approach for the planning, design and development of policy, support and services that impact on our communities and the third sector both across third sector partners and with our statutory partners. (The approach is embedded from the outset and throughout the process to conclusion.)*
- *Recognition of the diversity of the sector, and supporting the impact for our service users by developing sustainable collaboration and reducing duplication, encouraging integration at all times and shared resources where practicable.*
- *The requirement for the sector to take a longer view, ensuring organisations and groups are positioned and enabled to influence for the short, medium and longer term, by effectively capturing and raising emerging issues.*

She noted that less information was collated on priorities at the workshop, probably due to time constraints.

The first draft priority was discussed with the factor of professional skills and expertise being highlighted.

The second draft priority was discussed. Gail noted that the third sector members of the Positive Aging Group, of which she is chair, are in the majority – a small start, but highlighting that joint working can be achieved. Gerd discussed that the community needs to be involved in the process as an equal partner alongside the third and statutory sectors. He also highlighted that as more services are being offered by the third sector, expectations of the sector will change - leading to the possibility of people saying that the third sector doesn't provide as much as it should. Gail advised that the strength of the third sector is responding to people's needs and filling service gaps when identified. Hillary

noted the importance of avoiding jargon which can hinder community engagement. It was agreed that communication and contact needs to be made clearer in the plan. Nic advised that the community in Shapinsay know to contact the Development Trust and do contribute regularly. He said that the difficulty comes when facilitating a third party as the community still expect the same level of response as when dealing with local development issues.

When discussing the third draft priority it was mentioned that while diversity is a strength, it can also be confusing. It was agreed that reducing duplication is needed to deliver the best possible service to the community, but that this will be a big step for the community. Bryan would prefer the word 'coordination' rather than 'integration' which he feels is too strong/forceful a word. Nic discussed the need for co-ordination over curtailment issues. Caron said that examples/evidence of co-ordinated working will be used. Bryan noted that whilst on small islands the whole population is a readily identifiable community this isn't so to anything like the same extent on the Orkney mainland. So whilst geographical representation is best for smaller islands, interest groups are better for the Orkney mainland. Gail discussed the possibility of creating sub-groups of the TSF, ie for groups working with mental health, children, etc. Gillian noted that small communities (ie the isles) can be very challenging as the skill base is not as wide as larger communities. The role of VAO was discussed, with Gillian making the point that the third sector needs to understand the role of VAO in community planning. Gail advised that VAO is a facilitator in the process and does not have a directive role. Caron advised that all the five areas involved in the Community Planning Improvement Programme (CPIP) found that the role of the Third Sector Interface (TSI) was thought unclear by the sector. She said that work was needed to ensure the role was understood and noted that a paper on the role of TSIs has been circulated to the TSF.

In relation to the fourth draft priority Caron discussed the need for the third sector to recognise issues that may arise in the longer term. This could be achieved by broadening representation from the third sector and ensuring that issues from the ground are raised up through this forum to the OCPP. Gail discussed the need for the three partnership groups to create a mechanism for feeding in emerging priorities and that the OCPP needs to be dynamic and responsive. The current work provides a real change to achieve this.

Caron advised that she will work on the wording of the document and asked for comments from the group, ideally before the next meeting group of the TSWG sub-group next week.

The five points outlining the benefits for the sector by developing a shared strategy and greater representation were discussed.

- 1- The sector has a greater voice by working together to effect change and influence development*
- 2- It will provide clarity to our statutory partners of a shared vision and enable representatives to have a 'mandate'; an overarching shared vision to support their role*
- 3- To ensure the sector is working collaboratively and signed up to the changes that are impacting on Orkney, nationally and locally and can demonstrate progress towards these aims ( action plan)*

- 4- *To enable effective representation at all levels in community planning in response to the CPIP findings and recognition of the wider needs that the sector demands*
- 5- *To support the TSI role and remit across Orkney, by developing an integrated sector approach, preparing for present and future challenges*

Caron noted that there had been broad ranging discussions on representation at the workshop. It was noted that it might be difficult to get 6 third sector representatives immediately. It was discussed that representatives need to represent the sector as a whole, mirroring the role of the TSI and raising broader third sector issues. Bryan advised that an individual cannot be accountable to a 'sector'. Caron noted that it has been proposed that they be accountable to the TSF and that VAO would have an underpinning role in providing training and support. It was discussed that it is timely for the TSF to develop its role as it is no longer a thematic group of the OCPP. Gail re-iterated the need for an isles member of the sub-group and advised that members can communicate by email if unable to attend meetings. Bryan noted that it may be more appropriate for a board member to attend rather than a paid staff member. Nic advised this may be a time issue for many

Gerd discussed the fact that difficult decisions will need to be made by OCPP and that this should be made clear to communities to give them the opportunity to participate/be represented in discussions and create a model of democratic accountability. Gail suggested that third sector groups and community councils could be used as a conduit for this.

The group discussed the difficulty in defining constituencies to elect the representatives and noted that geographical constituencies will not necessarily work. Caron advised that this will be subject to further discussion. The group discussed terminology, ie voluntary sector, non-for-profit, deciding we should stick with the third sector. Bryan noted that to identify the optimum form of representation across 600+ third sector organisations affiliated to VAO one needs to see how they cluster (and also how the clusters, cluster).

Gail discussed the fact that people are not interested in community planning, especially small organisations, and that we need to raise awareness to enable the full democratic process to be embedded. We need to use this as an opportunity to make this happen and to make groups aware that community planning is relevant to them.

## **6 Data Sharing Working Group – verbal update**

The group was set up some time ago and work continues at a slow pace. SASPI is now the preferred approach by the Scottish Government. Gail advised that it is what takes place below that level that is important. There will be a visit from the Information Commissioning Officer in September who will run a joint session for all sector staff. Gail will circulate more information when available.

Gillian asked how the IT systems of individual groups are expected to work together. Gail advised that this is part of the work being carried out and that IT professionals sit on the Working Group. Gillian noted that there are difficulties with integration of different systems. The group agreed that OIC and NHS Orkney that the third sector need to be involved in developments.

## **7 Broad Street Improvement Workshops – verbal update**

Caron and Pat had attended different workshop sessions. Caron thought that the meeting was very positive and noted that a wide variety of groups were represented. Although a number of concerns were raised there was a general feeling of optimism about the project. Caron ran through some of the points raised, including: taxis and buses being banned from Broad Street; disabled parking only outside the Longship; the difficulties in crossing Broad Street; street events – including a covered area; improved access to the Kirkyard; improved flow and signage for tourists; free broadband.

Pat advised that the discussions were very similar in the session she attended, adding that a one-way system was proposed. Pat believed that people need to look at the draft plans and that these should be available for people to take away – not just available electronically or to look at in the Council offices. Caron advised that VAO could support the dissemination of information. It was noted that there had been little engagement with young people. Pat advised that the Access Panel gave OIC a list of people to engage and consult with at the start of the process, but believed that that had not been done.

Gerd agreed that the public need better access to information about this and larger projects in Kirkwall. Gerd thought that the issue is becoming political which is not in the interest of intelligent town planning. Pat noted that some of the presentations that have taken place were not advertised.

## **8 Health and Social Care Integration – The Role of Third Sector Interfaces (attached)**

The document was circulated for noting. Gail thought that the document is useful and that the Scottish Government has made the role of TSIs clear in relation to integration although the description mirrors the role of TSIs in relation to community planning. The document has been circulated to colleagues in OIC and NHS Orkney to highlight that the third sector is crucial to the integration agenda.

## **9 THAW Report for noting**

The group agreed that THAW should be commended for their approach and the work they have done.

## **10 Member updates**

**Blide Trust** – Fraser informed the group that the Blide Trust have recently held a consultation about the National Mental Health Strategy. The consultation followed the format of those held in Glasgow and Perth. Approximately 20-25 people attended the event which will feed into the local mental health plan. Gail advised that gaps in services and other issues identified should be fed back to the CPP.

## **11 Date of next meeting**

23 July 2015