



Minute of the Third Sector Forum meeting held at 11am on Thursday 20 July 2017 in the MacGillivray Room, Kirkwall Library

Present: Sheila Garson (VAO), Gail Anderson (VAO), June Anderson (RSO), Frazer Campbell (Blide Trust), Simon Gordon (OACAS), Caron Jenkins (VAO), Gillian Learmonth (YPeople), Bryan Milner (CAB and THAW), Gerd Peters (SHC), Gillian Ritch (OIC)

In attendance: Cecily Cromby (minutes), Les Donaldson (OIC)

1 Welcome

Sheila welcomed those present and thanked them for attending

2 Apologies

Apologies had been received from Phyllis Braby, Helen Castle, Erika Copland, Jan Judge, Michelle Koster, Karen Scott, Pat Shields, Olivia Tait.

3 Minutes of previous meeting held on 23 March 2017

The minutes were approved.

4 UK Government's Counter Terrorism Strategy: Raising awareness of PREVENT – Les Donaldson, Civil Contingencies Officer, OIC

Les Donaldson provided members with an overview of CONTEST, the UK Government's Strategy for Countering Terrorism. He focussed on the PREVENT section, the part of the strategy designed to stop people becoming terrorists or supporting terrorism. Les advised that despite common perceptions, this was an issue in Orkney. Les discussed the training available in Orkney and noted that OIC frontline staff, notably those visiting clients at home, received PREVENT training. He encouraged members to contact him if they were interested in arranging training for their staff.

Following the presentation members discussed the importance of training for third sector staff, particularly those working with clients in their homes. Gail advised that she would discuss this with Edwina Lloyd at VAO.

5 Matters Arising

There were no matters arising.

6 Third Sector Forum restructure: Workshop held on 18 May summary and draft plan (attached)

Caron Jenkins summarised the workshop held on 18 May, noting that members had split into the three special interest groups of: Health and Social Care; Culture, Heritage and Leisure; and Enterprise and Learning to discuss the best way forward. Members had agreed that regular meetings should be held under each of these themes and that the full TSF would meet 4 times a year, rather than the current 6.

Caron advised that the notes from the meeting had been disseminated and an action plan drawn up. She noted that there would be differences in how the groups would go forward, for example the Health and Social Care group would be ready to meet in the very near future, while the other groups would require more work to establish. Caron highlighted the common themes identified and discussed by each group at the workshop, notably: collaborative working; visibility; sharing; lobbying; identifying common problems; collective voice.

Caron noted that positive feedback had been received from members, notably relating to the proposed use of skype.

Caron discussed that structures and processes still needed to be finalised, including those of the existing TSF and TSWG which would be affected by the new structure. Terms of Reference would need to be established for all groups and independent Chairs sought (VAO will Chair the first meeting of the new groups). She also noted the importance of establishing effective communication and information channels and that VAO would provide administrative support to all groups. It was hoped that this could be finalised by early autumn.

Gail highlighted that the TSF would remain a vehicle for information that affects all third sector groups, for example the PREVENT presentation. Gail discussed the importance of communication and that the groups must be able to take critical issues both up and down to partnerships.

Members discussed the importance of clear language and the avoidance of jargon, in particular when encouraging smaller groups to engage and attend. Gerd noted that Thorfinn Johnson, a plain language teacher, could be a useful resource.

Members were happy for the new structure to be implemented. Gail discussed the challenge of attracting members to the Culture, Heritage and Leisure and Enterprise and Learning groups. The Health and Social Care group should be in a position to meet soon.

7 General Data Protection Regulations May 2018: identification of training/information needs

Gail noted that the changes to data protection legislation would come into force in May 2018 and highlighted that all groups must be prepared and able to evidence changes. She noted that the 12 steps document had been circulated previously and asked members if they would like a session from George Vickers, Information Governance Officer, on the topic. Members would welcome such a session.

In response to a questions, Gail advised that the Information Commissioners Office had dispelled some of the myths preventing information sharing and noted that not all groups in Orkney had signed up to the information sharing protocol. She advised that the protocol was now at the top of the agenda.

Gail informed members that she was working with George Vickers, OIC Information Governance Officer, to put together a proposal to access funding for research into privacy and information sharing with the aim of creating a toolkit for statutory and third sector services to use. Members thought this was a good idea and would be happy to take part in the research if the bid were successful. Members discussed the particular importance of privacy in Orkney given the small population and Gail noted that there was recognition that work still needed to be done on the information sharing protocol.

8 Partnerships

i) Orkney Health and Care

a. Strategic Commissioning Plan Progress Report (attached)

Report for noting. Caron advised that she had recently attended an interesting workshop on integration which clarified the need to give more power to the Integrated Joint Board. Gail advised that she would circulate a link to a presentation from the event which helped clarify the context and responsibilities of IJBs.

Action: Gail

Gail highlighted that all areas were facing similar issues as Orkney and that integration had been a slow process. She noted that the IJB had control and accountability and would be audited by Audit Scotland. Gerd highlighted the need to progress with integration and noted that a sense of urgency was felt at the workshop. Gail advised that the Scottish Government would legislate to make things happen if progress is not made.

Gail noted that the report demonstrated some success and that a great deal had been achieved. Caron suggested that the new special interest groups would provide a more robust way of discussing issues related to integration.

b. Commissioning: Meet the Buyer event: 9.30-4.30, 5 October, Kirkwall Library

Gail advised that commissioning would likely start in the new financial year. She highlighted the importance of third sector organisations being involved in the planning. In addition to the event on 5 October, two workshops were planned for the third sector. Gail will forward the dates and information when available.

ii) The Orkney Partnership

a. Participation requests: OIC Policy and Guidance (attached)

Gail noted that this was discussed at the last meeting and that guidance was now available.

b. Positive Aging Delivery Group – Walking Football tournament, 5 August.

Gail advised that the Positive Aging Delivery Group had worked with the Pickaquoy Centre to set up walking football. The club was going well but needed a publicity boost and the Delivery Group suggested that they put teams together for a tournament. Gail asked members to contact Ingrid at VAO or Marie Love at OIC if they were interested in taking part.

iii) Community Justice Partnership: Justice in Scotland, Visions and priorities (attached)

Papers for noting.

8 Members Update

Blide Trust: Frazer advised that the Blide Trust had visited Rousay, Shapinsay and Eday through the Your Islands Your Choice fund and that there had been very positive reactions.

Frazer invited members to the Blide Trust's Open Day on 28 July which would feature a Mexican themed barbeque.

RSO: June advised that RSO had recently held their AGM and highlighted the success of a number of staff and volunteers who received qualifications. She discussed the increasing number of referrals to all of the services at RSO and highlighted the need to discuss this with the IJB and other third and statutory organisations to avoid inappropriate referrals. She acknowledged that this was happening in other organisations. She discussed the difficulty of staff in small services to cover all the necessary roles, for example management, client contact and partnership work such as the TSF.

June and Frazer discussed the Mental Health Plan. Frazer advised that a workshop should be held in December. June discussed the difficulty of the Community Mental Health team staff shortages, noting that organisations such as RSO could not always help people with very serious mental health issues.

Discharge and Care Co-ordinator: Gillian advised that she was currently undertaking a scoping exercise to determine the remit of her role. She explained that her role was to help reduce delayed discharges from hospital and reduce unnecessary hospital admissions and that she sat between the third sector and Orkney Health and Care. Gillian discussed the difficulties of accessing information, noting that she cannot access NHS information while at OIC and vice versa. Gail noted that Gillian's role highlights the importance of information sharing. Gillian discussed that money needs to be reallocated to prevention and help reduce the number of people in hospital due to preventable events such as falls. Gail noted that it was good to have Gillian in post.

Citizens Advice Bureau and THAW: Bryan advised members that the Poverty and Social Inclusion Initiative would be delivered by THAW over the next two years. He discussed the importance of language and raised concerns that promoting the service under the heading 'poverty' might not encourage referrals. Gail asked members if they would like THAW to present information on their work at a future TSF meeting. Members agreed this would be useful. Caron, in her role as Trustee at THAW, discussed a recent report from THAW

highlighting the difference that their work has made to clients. She noted that it was an exciting time for a very small charity.

OACAS: Simon advised that OACAS were in a similar position to RSO with a significant increase in referrals. He noted that OACAS saw themselves as helping prevent rather than cure, and that like RSO, were unable to work with people with serious mental health problems. He noted that the Offender's Rehabilitation Worker was doing good work with this particular client group.

SHC Orkney: Gerd advised that the SHC were working on the national programme on realistic medicine – looking at ways of introducing shared decision making in treatment between health professionals and patients. He noted that work was also being carried out on the VOICE initiative to help service users engage with providers, and highlighted the importance of this given the demise of the Orkney Peer Network. Gerd noted that the SCDC briefing paper on participation requests (previously circulated) employed the VOICE engagement process. As a trainer for VOICE, Gerd advised that he was happy to do a presentation on the method at a future TSF meeting.

YPeople: Gill advised that YPeople were facing similar issues to RSO and OACAS with increasing numbers of referrals. Gill noted that some of YPeople's service users had attended the launch of the Orkney Youth Forum and gave positive feedback.

VAO: Gail advised that the Orkney Community Directory was nearing completion and that members would be contacted as soon as the online Directory was launched.

10 AOCB

Fire Safety: Gail informed members that David Stewart MSP visited VAO to talk about third sector issues in Orkney. He discussed the possibility of installing sprinklers in all social housing. Members agreed that this would be a positive step, although it was not clear whether this would involve retrofitting, the cost of which might prove inhibitive. It was noted that the school hostel had a sprinkler system. Members discussed the fire safety checks available in Orkney, principally that anyone can request a fire safety check for their home from the Fire Service, including in the Isles. Gillian Learmonth advised that referrals can be made for a fire safety check by workers visiting client's homes.

10 Dates of next meetings

21 September 2017 – VAO Board Room, Anchor Buildings