



Community Care and Health Third Sector Forum
Tuesday 6th November 2018
10am – 12pm
CVS Falkirk

Present:

Scott Malcolm (SM) (Chair)	CVS Falkirk and District
Nicola Cox (NC) (Minute Taker)	CVS Falkirk and District
Angela Price (AP)	Falkirk and District Association for Mental Health (FDAMH)
Arlene Bowmaker (AB)	British Nordic Walking
Claire Bernard (CB)	CVS Falkirk and District
Claire Crossan (CC)	Falkirk and Clackmannanshire Carers Centre
Diana Morgan (DM)	NHS Forth Valley
Gerry Power (GP)	The Health and Social Care Alliance Scotland (ALLIANCE)
Jen Kerr (JK)	CVS Falkirk and District
Jessie-Anne Malcolm (JAM)	NHS Forth Valley
Louise Rodgers (LR)	The Health and Social Care Alliance Scotland (ALLIANCE)
Margaret Coutts (MCo)	Falkirk and Central Scotland Samaritans
Maureen Hill (MH)	Scottish Waterways Trust & Third Sector Rep for Integrated Joint Board (IJB)
May Chamberlain (MCh)	Relationships Scotland
Morag Fullard (MF)	Falkirk and District Association for Mental Health (FDAMH)
Susan High (SH)	Strathcarron Hospice

In Attendance:

Flora MacLeod (FM)	Scottish Government
Janey Crichton (JC)	Scottish Government

Apologies:

David Stewart	Falkirk Football Community Foundation
Jackie Turnbull	NHS Forth Valley
Morven Mack	Third Sector Rep for Integrated Joint Board



1. Welcome, Introductions and Apologies

The Chair welcomed forum members and introductions were made. Scott noted that he has taken over for David Gardener facilitating all third sector forums. The apologies were noted as above.

2. Review of Previous Minutes from 07.08.18

MCo noted an error on page 7 where it reads Falkirk Samaritans have various partnerships in place, including with Scotrail; this should read Network Rail.

Action: NC to amend previous minutes to read Network Rail and not Scotrail.

3. Presentation on Funeral Expense Assistance - Janey Crighton, Scottish Government

JC introduced herself and her colleague FM from Scottish Government who were in attendance to present on the research being carried out for Scottish Governments Funeral Expense Assistance service (FEA). This is a one-off payment to support people on low income benefits with a contribution towards the cost of a funeral. People can currently claim this from the Department of Work and Pension (DWP); however Scottish Government will take control of the service by summer 2019.

Key points noted were:

- They want to speak to people who have used the service aswell as people who have helped others apply and take any negatives or positives to help redesign the service
- There are 3 design stages; Discovery phase, Alpha phase and Beta phase
- The Discovery phase ended in October and they have moved in to the Alpha phase
- Research has been gathered from people who have been bereaved, Funeral Directors, Local Authorities and others
- In order to be eligible you have to be on a qualifying benefit
- This particular research is not open to the public, although the Policy Consultation did involve speaking with the public

Issues around being a person's next of kin were raised as currently if you are someone's next of kin, by law you are required to pay the funeral expenses. Scottish Governments policy has changed around the nearest relative test and they won't try and find a relative who isn't on a qualifying benefit to make them responsible. If you are the next of kin and receive a qualifying benefit, then you are eligible to claim.

The forum suggested speaking with the following organisations:

- Royal National Institute of Blind People (RNIB)
- Scottish Families Affected by Alcohol and Drugs (SFDA)
- Palliative Care Cross Party Group
- Dundee Social Enterprise
- Lesbian, Gay, Bisexual and Transgender (LGBT) Groups

Forum members suggested it would be beneficial to widen the criteria so that it is not only people who are on qualifying benefits that are eligible to apply.

A query was raised as to why they haven't yet spoken with the NHS; FM advised that they have to go through the NHS approval committee before they get to speak to the relevant people. DM passed on her contact details to assist them in speaking with the relevant people within the NHS such as the multi-agency steering group.

If anyone has any other suggestions or would like to get in touch with JC, email: FEA@gov.scot

The presentation is available on the [CCHF webpage](#).

JC and FM left the meeting at 10.45pm.

4. Health and Social Care Alliance Scotland Update

GP introduced himself as Director of Operations within the Integration Team of the Health and Social Care Alliance Scotland. GP attended the forum to give an introduction into what ALLIANCE do, update on the National Health and Social Care Integration (HSCI) and also inform members about their new workplan.

The purpose of the Integration Support Team is to support Third Sector Interfaces (TSI's) and the third sector to engage better with the HSCI landscape to ensure the role of the third sector is recognised as valued and equal in terms of how it delivers HSC throughout Scotland as well as ensure statutory partners such as IJB and the Health and Social Care Partnership recognise that the third sector has a vital role to play in how HSC is provided in Scotland.

They work with individual TSI's and third sector organisations to try and identify what their needs are in terms of Health and Social Care Integration (HSCI).

The public bodies joint working act was introduced 4 years ago which was to bring local authorities, social work and NHS services together to work in a more integrated way and also involve the third sector, independent sector and private sector and individuals and communities to determine what the priorities for HSCI are and how they should be delivered.

The theory behind integration is that the third sector will influence how services are designed and provided.

The Cabinet Secretary for HSCI Shona Robson asked the third sector collaborative to produce a paper to the ministerial strategy group for HSCI on how integration is working for the third sector. The ALLIANCE wrote out to its membership for their views and this was included in the paper that went to the ministerial strategy group in March 2018. A number of recommendations were made including how TSI's should be better supported in representing the third sector in integration. A National review is taking place and there is an expectation that there will be consideration given to the recommendations made in March and they are currently awaiting the output.

The role of the integration support team within the ALLIANCE is to convene the third sector collaborative. A TSI representative who was proposed by Voluntary Action Scotland (VAS) who were the third sectors overarching organisation sits on this group. There is a need to revisit how TSI's are represented. ALLIANCE have written to all TSI's with their workplan and an introductory letter which describes the role of the third sector collaborative and called for a discussion on how TSI's would like to work with the collaborative. This gives an opportunity for TSI's to strengthen their representation in terms of HSCI takes place. Discussion with TSI's need to take place around how they want represented as it is not possible to have a representative from 32 TSI's to sit around the table.

JK elaborated on her views and noted the TSI's role is not about being a representative its more advocacy and creating space for the wider third sector and as such for Falkirk the CCHF. Ideally forum representatives should be at the meetings along with the TSI's.

The ALLIANCE workplan has been influenced around what TSI's and the third sector require from them. The idea of the workplan was to see how they could respond better to the needs of the third sector. Evaluation Support Scotland was brought in as an external facilitator to lead them through the process and involved 25 stakeholder representatives. ALLIANCE wants to build their own activities around this workplan and around 6 main activities. The workplan is available on the [ALLIANCE website](#). JK provided copies of the logic model for forum members.

Concerns from forum members were raised around the third sector being underrepresented and that it's mainly statutory sector who attend the meetings. GP noted that one of the recommendations to the ministerial strategy group is that there is proper representation from the third sector around the table.

Another issue raised was that as long as the TSI CEO/third sector representative is at the meeting it's classed as consulting with the third sector. JK noted the role of the TSI is to make the connections and enable third sector organisations to make the communications as well as attending to ensure that we understand what is going on.

JK noted Scottish Government's third sector unit funds most national third sector organisations including CVS Falkirk. TSI's make up 25% of the budget and have been under review for the past 2 years. Since the review Scottish Government has asked TSI's to create a common reporting template.

JK noted that the ALLIANCE have supported the third sector in the past with commissioning support and asked if anyone has been involved in the recent mental health workshop?

Concerns were raised around talk of organisations delivering services being awarded the salary cost and a maximum of 15% running costs on top to cover all other costs. JK believes this is an old European funding model which no longer exists but will raise it with the financial audit committee.

Action: JK to question the 15% running costs at the next IJB meeting and the financial audit committee.

JK asked forum members if any organisations have discussed funding with their Monitoring Officers. Forum members at the meeting have had no meetings with any Monitoring Officers.

5. Future of Forums Discussion

Due to lack of time this item was not discussed. A Survey Monkey questionnaire will be sent to forum members in order to get their input on the future of the CCHF.

Action: SM to create a survey monkey questionnaire to gather feedback from the forum.

6. Update from Integrated Joint Board (IJB)

MH provided a brief update from the IJB due to lack of time, the full report will be distributed to forum members.

- MH is still finding her feet and learning on the go, fortunately due to her previous role she is managing to keep up to speed;
- Concerns were raised around receiving multiple document meeting papers the night before the meeting;
- MH has been unable to attend all meetings and development days due to work commitments but is endeavouring to attend as many as she can but won't be at the next IJB meeting as she is on holiday;

No induction has been given when joining the IJB, CB noted that in the third sector representative role guidance it notes that an induction will be given but this does not seem to be happening and some third sector reps are feeding back that they do not know what their role is.

A suggestion was made that JK and MH submit regular papers on what the third sector is doing around HSCI to the IJB whether this be a case study or key points from our CCHF minutes.

7. Third Sector Partner Updates

7.1 Falkirk and Central Scotland Samaritans

MCo informed the forum that Samaritans now have 10 new volunteers.

7.2 Falkirk and Clackmannanshire Carers Centre

CC provided an update around the Falkirk Carers Forum which will take place on Wednesday 28th November. Councillor Fiona Colley from the IJB will be in attendance leading a discussion on what they hope to achieve for carers locally.

They will also look at forum planning and discussion topics for 2019.

The carer's parliament took place 2 weeks ago which now takes place every 2 years due to funding. The theme of the day was social security and future of caring. Carers highlighted the difficulties they face and the lack of support and services available.



Carers Rights Day will take place on Friday 30th November and they will have a stall in partnership with Strathcarron Hospice at the Forth Valley Royal Hospital.

7.3 NHS Forth Valley Public Partnership Forum (PPF) - JAM

The next PPF will take place on Wednesday 20th November at the Sensory Centre. Tea and coffee is available from 6.30pm with the meeting starting at 7pm. Anyone is welcome to attend.

The new Chief Executive of NHS FV Cathie Cowan will be in attendance to speak with members of the public. Lindsey Fielding a Consultant with NHS FV will also be in attendance to talk about Respect, which is a new way of documenting how people want to be treated at end of live care.

7.4 New Falkirk Town Centre Health and Wellbeing Hub

JK asked forum members whether their organisations would be interested in a new Falkirk Town Centre Health and Wellbeing Hub.

It is anticipated that the Hub won't be available for another 18months – 2years and will be situated at the old Victoria Primary School building next to the Falkirk retail park. The idea came from FDAMH requiring more space.

JK can send more information to forum members and from that a working group will be created. It is hoped that the Hub will be used to support wellbeing in the community.

SH noted Strathcarron Hospice would be interested in being involved as their organisation isn't easily accessible.

Action: JK to provide further information to interested members of the forum.

8. Update from CVS Falkirk

Due to running out of time it was agreed that SM would email forum members with the CVS Falkirk update.

Action: SM to email forum members present, CVS Falkirk's update.

9. 3 Key Messages

This item was not discussed due to running out of time.

10. AOCB

There was no AOCB.

**Date of Next Meeting: Tuesday 5th February 2019
10am – 12pm, Falkirk Fire Station.**