



COVID-19 Third Sector Response Forum
Wednesday 10th November 2021
3pm – 5pm
Zoom Meeting

Present:

Lynsey Hansford (LH) (Chairperson)
Laura Jamieson (LJ) (Minute Taker)

CVS Falkirk and District
CVS Falkirk and District

Alan Grey (AlG)
Alex McClintock (AM)
Allan Robertson (AR)
Ania Sandland (ASa)
Carolyn Dick (CD)
Catherine Quinn (CQ)
Claire Houston (CH)
Diane Waugh (DW)
Dianne Dixon (DD)
Donald Park (DP)
Donna Laidlaw (DL)
Duncan Hearsum (DH)
Jessie-Anne Malcolm (JM)
Kelly Tulloch (KT)
Maggie Taylor (MT)
Margaret Coutts (MC)
Maria Ferrari (MF)
Marie Kennedy (MeK)
Martin Allen (MA)
Sandra Lyon (SL)
Steve McQueen (SMc)
Susan Docherty (SD)

Forth Valley Migrant Support Network
Andy's Man Club
Social Security Scotland
Outside the Box
dates-n-mates Falkirk
Falkirk's Mental Health Association (FDAMH)
NHS Forth Valley
Supported
Falkirk Foundation
Forth Valley Voluntary Sector Response Group
Strathcarron Hospice
Dial-a-Journey
NHS Forth Valley
Health Improvement Scotland
Falkirk and Central Scotland Samaritans
Falkirk and Central Scotland Samaritans
Cyrenians
NHS Forth Valley Health Promotion Service
Forth Valley Sensory Centre
The Conservation Volunteers (TCV) Scotland
Sustainable Thinking Scotland CIC
Falkirk and Clackmannanshire Carers Centre

Apologies:

Claire Bernard (CB)
Scott Malcolm (SMa)
Vivienne Malcolm (VM)

CVS Falkirk and District
CVS Falkirk and District
Solicitors for Older People Scotland (SOPS)

1. Welcome and Introductions

LH introduced herself, welcomed forum members present and advised the meeting was recorded via Zoom. Introductions were made via the Zoom chat function.

2. Review of Previous Minutes (Wednesday 20/10/2021)

The minutes were approved as an accurate record of the previous meeting, with the following amendment:



- 3.16 “She also spoke about their review of resource with Health Improvement Scotland.” MeK spoke about the review of their Health Improvement Resource Service within Health Promotion, not a review with HIS.

LH provided the following updates:

- 3.5: At the time of the last meeting, Community Focus Scotland had been nominated for the Community Award of the [2020 Scotland’s Business Awards](#). After a period of public voting, at a ceremony on Sunday 24th October, Community Focus Scotland was [confirmed as the winner](#).
- 3.20: [CVS Falkirk’s AGM](#) will take place virtually on Thursday 25th November from 2pm via Zoom. The meeting is open to everyone, members, partners and non-members, anyone interested in attending should contact the team for the Zoom link, by phone: 01324 692000, or email: info@cvsfalkirk.org.uk
- 6: LH and LJ have been working on taking this resource forward, and have created an online form which will be live on the CVS Falkirk next week. LJ will also email the link to forum members ahead of its promotion in the e-bulletin.

3. COVID-19 Challenges

3.1 Home Energy Scotland Portal and Training

Home Energy Scotland (HES) uses a portal system to receive referrals from organisations on behalf of individuals. To use this portal and make referrals, organisations and groups have to have completed specific training from HES. There is normally a cost for this training, but LH has managed to secure funded training for local groups, if any are interested.

A number of members noted they would be interested in the training; LH will contact them separately.

Members then discussed different local projects and activities to help with energy bills, and noted the increase in issues and need with the recent Universal Credit cut and the ongoing “energy crisis”, along with access to GPs for people whose first language isn’t English.

Action: LJ to send SMC contact details to the Forgotten Villages group with an offer of support from Sustainable Thinking Scotland.

Action: LH to contact those interested in HES portal training.

3.2 Employability

- Falkirk Third Sector Funded Job Placement Info Session

Funding is now available for third sector organisations to support up to 57 funded job placement opportunities for people experiencing longer term unemployment in our Falkirk communities.



Placements will be for 26 weeks, and can be flexible to meet the needs of both the organisation and people participating. They will be paid the equivalent to National Living Wage, £9.50 per hour for 30 hours a week.

To provide further information and how organisations can host these funded placements, ETU and their partners are running an information session on Tuesday 16th November, 2pm – 3pm.

For further information, please visit the [CVS Falkirk](#) web article.

- Employability Support

LH then asked members what kind of support they needed, as the third sector, to support people into employment; there were suggestions around HR and payroll systems (which are offered by other, larger TSIs in other local authority areas). LH acknowledged that third sector groups are wonderfully welcoming as employers, but that CVS Falkirk recognises they don't necessarily have the same HR capacity as larger organisations, and that they take this on board.

SL also spoke about the Local Employability Partnership (LEP), and the Economic Resilience and Employability Forum (EREF), which she and SMA are part of. The LEP is always open to new members and is a reliable source of information and peer support. SL also offered support, tips and advice for smaller groups around employability.

A number of members showed interest in the LEP; SL advised emailing SMA, as well as attending the event on Tuesday 16th November.

Action: LJ to add MA and Kim Grant to EREF mailing list, and ask SMA to add them to LEP mailing list.

3.3 Winter Support

Members discussed the challenges they anticipated and were preparing for over the winter, and the various activities and projects they were running to support the people using their services.

One spoke about someone in particular they were supporting through difficult circumstances; other attendees offered different suggestions and help.

Action: SD to email ASa regarding a sofa bed.

3.4 Volunteers and Vaccinations

Various members raised the point about requiring vaccines of their volunteers, and if it could be considered exclusionary if these were made mandatory to volunteering. LH has tried to look the Scottish Government's resources for a definitive answer, as guidelines and environments differ. It was acknowledged that events and social spaces have different criteria around vaccines.

LH also highlighted that:

- the third sector is known for its inclusivity, and how it is understandable they would hate to exclude anyone



- this is a learning journey for all
- employment law doesn't apply to volunteers, including protections offered, and requirements around vaccines
- people don't have to complete Track and Trace when at venues or restaurants, etc, but these places are then also free to refuse them entry in return
 - they also cannot complete the Track and Trace on these people's behalf, due to GDPR
- it is hoped there can be a solution found that keeps everyone safe, but also doesn't exclude anyone

LH invited members to contact her with any questions on the subject, or support needs. After the discussion, KT offered to ask her colleagues in the NHS for information and guidance.

Action: KT to contact NHS colleagues regarding volunteer vaccination requirements.

4. Funding Focus

4.1 Community Opportunities Resource Pack: Funding Applications Open

The Small Grants funding available through the [new resource pack](#) for community-led support services for vulnerable people is now open for applications.

Developed by Falkirk HSCP and CVS Falkirk, the aim of the pack is to make it more straightforward for people to get involved in leading projects and activities in their local community. This pack is intended to give people the information, tools, and resources to get started, or restart their activities.

Groups who provide community-led support projects and activities for vulnerable people can apply for up to £500 to support costs associated with restarting or starting activities. Funding may be used to cover **initial** venue hire costs and can be spent on items such as PPE equipment, new equipment such as coffee urns and chairs, or certain backdated costs.

New groups will need a constitution to open a bank account in order to apply.

Further information, including how to apply, please visit the [CVS Falkirk](#) web article.

Alternatively, groups should contact LH by email: lynsey.hansford@cvsfalkirk.org.uk if:

- they are unsure if their group is eligible for this funding
- they would like to discuss their needs in more detail
- they would like to request further support on top of the resource pack (including around policies and risk assessments)

4.2 Community Choices: Small Grants Deadline 19/11/2021

LH highlighted the Community Choices initiative, and that the deadline for applications to the [Small Grants programme](#) is **Friday 19th November**.

One member spoke about their experiences submitting an application, and informed members that to be eligible, groups need:

- three months' bank statements
- audited accounts
- a constitutional document

This is obviously more difficult for smaller or newer community groups (and a change from Phase One), and while groups can partner with larger or more established groups or organisations who can provide these documents, members shared their concerns that some would be put off from applying as a result.

The deadline for applications to the [Place-Based Capital Programme](#), for larger projects of £5,000 and over, is Tuesday 7th January 2022.

For further information, including key dates and how to apply, please visit the [CVS Falkirk](#) web article.

4.3 Connecting Scotland Fast Track Applications: Deadline 12/11/2021

Connecting Scotland's Fast Track scheme closes to new applications at **5pm on Friday 12th November**.

Public and third sector groups and organisations can apply for support for up to 10 people they are working with.

[Fast track applications](#) are intended for organisations who can identify specific people they are currently working with who meet the eligibility criteria, and have capacity to deliver devices to them quickly.

Applying organisations are committing to distribute devices and provide basic monitoring information within 14 days of receipt. This means organisations should already know who they plan to support prior to applying.

For further information, including how to apply, please visit the [CVS Falkirk](#) web article.

4.4 Arnold Clark Community Fund Winter Edition

Arnold Clark has reopened their Community Fund for the winter, which is open to UK registered charities, local community groups, community interest companies (CICs), charitable incorporated organisations and social enterprises, who come under the following categories:

- food banks
- toy banks
- housing and accommodation
- poverty relief

Successful applicants will receive up to £1,000; Arnold Clark will only accept one application per organisation or group. There has been no deadline announced yet.

For further information (including how to apply), please visit the [Arnold Clark](#) website.

4.5 Communities Mental Health and Wellbeing Fund (CMHWBF)

Members asked about the [CMHWBF](#), which is being managed by TSIs in each local authority area of Scotland. LH confirmed that CVS Falkirk will be working with Falkirk HSCP to manage Falkirk's allocation of the fund, and that while there are no details released yet, it is being worked on and the format will be confirmed soon.

One member highlighted that other areas have a deadline of Monday 22nd November, and asked if there would be enough time to apply in Falkirk before this deadline. LH confirmed that any application deadlines for the Falkirk allocation would allow a fair and reasonable lead time.

The [Falkirk Communities Mental Health and Wellbeing Fund](#) was launched on Wednesday 1st December, and is open for applications.

5. Member Updates

Members provided updates on their current activities and events, and shared information on anything they thought others would find interesting.

6. AOCB

6.1 Community Grants Information and Speaker

A member referred to previous conversation around the Community Grants, where it was mentioned that Lesley MacArthur from Falkirk HSCP would arrange a speaker to attend the forum. LH confirmed this was in the process of being arranged, depending on staff availability around forum dates.

Another member highlighted the Falkirk Council Communities meeting recordings on [Youtube](#) (linked for your convenience), where funding like the Community Grants is often discussed under the "Common Good Fund" videos, including at the most recent in [October](#).

6.2 Wellness in Winter 2021/22

LJ informed members that there would be a second Wellness in Winter campaign and resources page on the CVS Falkirk website, and invited them to email her details of any support, resources, or festive events coming up.

6.3 CVS Falkirk AGM 2021

CVS Falkirk's 2021 AGM will take place on **Thursday 25th November 2021** via [Zoom](#), starting at 2pm.

This is an opportunity to hear about what the team at CVS Falkirk has been doing over the last year, the challenges of the pandemic for them and their members, and all of Falkirk's communities, while also looking to the future.

The AGM will also consider a special resolution to amend their Articles of Association.



The guest speaker is **Niall Kearney**, Head of the [Third Sector Unit](#) at Scottish Government, who will give a presentation on Government's ambitions, and the opportunities for the third sector.

For further information, including how to attend, please visit the [CVS Falkirk](#) web article.

**Date of Next Meeting: Wednesday 8th December, 3pm – 5pm,
via Zoom**

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