

## THE CHURCH OF SCOTLAND SOCIAL CARE COUNCIL

Meeting held in  
Charis House, Edinburgh  
Wednesday 9<sup>th</sup> December 2015  
10:30am to 3:00 pm

### Minute

<b>Present:</b>	A list of those present is attached at appendix 1
<b>Apologies:</b>	Apologies were noted and are attached at appendix 1

	Agenda Item	Action
20.	<p><b>Opening and Worship</b> The Convener welcomed Members to the final meeting of the year. She said that the Church of Scotland had produced an online advent calendar with different pictures for each of the 25 days, pictures from around the world. Today's was entitled "Where is our Nazareth" with pictures taken from deprived areas in Perth created by Rev David Rankin of Perth Riverside Church. She said it had helped her to remember what a privileged life she has and to remember the many others all across the world who have very little and those who were living in war zones. The meeting was constituted in Prayer.</p>	
21.	<p><b>Apologies</b> See annex 1 attached</p>	
22.	<p><b>Declarations of Interest</b> Grant Petrie advised that he was employed by NHS Grampian which the Convener noted and said it would be added to the Declarations of Interest Register.</p>	
23.	<p><b>Minutes of the Social Care Council - 9<sup>th</sup> September 2015</b> The minute was approved.</p>	
24.	<p><b>Matters Arising</b></p> <ul style="list-style-type: none"> <li>• <b>CrossReach to draft letter for the Moderator to highlight challenges for CrossReach and complying with Councils Framework.</b> CEO advised that the Moderator of the Church of Scotland spends one week during February at the Scottish Parliament and CrossReach have been asked to host a reception in the Parliament which will showcase our work to Members of the Scottish Parliament. He thanked Church &amp; Society for this opportunity and said that he would need to consider how to frame the letter given the impending Parliamentary reception. He said he would share more information when it became available.</li> <li>• <b>Operating manuals for both Quality Compliance and</b></li> </ul>	I Wauchope

	<p><b>Improvement and Finance and Resources Group were now complete.</b> Both to be shared with the Convener in order to develop a manual for Executive.</p> <ul style="list-style-type: none"> <li>• <b>Belmont Castle</b> – On agenda</li> <li>• <b>Church and Society’s Education Group</b> V Thomson is on this group</li> <li>• <b>New Representative required on Scottish Churches Housing Action (SCHA).</b> CEO said that the plan is for the Social Care Mission Officer (SCMO), once appointed to represent Social Care Council on the Group. However the 2 applicants for the post had withdrawn which was disappointing. He said that we would need to pursue other ways to secure a SCMO.</li> <li>• <b>Search for New Educational Site</b> - On agenda</li> <li>• <b>CrossReach Portal</b> – On agenda</li> <li>• <b>2016 Budget</b> – On agenda</li> </ul>	M Rennie
25.	<p>Executive Minutes –</p> <ul style="list-style-type: none"> <li>• 30 September</li> <li>• 28 October</li> <li>• 25 November</li> </ul> <p>Council were content with minutes with key issues being covered under separate agenda items.</p>	
26.	<p><b>Key Issues</b></p>	
	Belmont Castle – recorded apart	
	<p><b>Geilsland</b></p> <p>CEO said that he was pleased to say that Geilsland had been sold and the funds had been received.</p>	
	<p><b>Schools Reconfiguration</b></p> <p>Viv Dickenson said that she and the CEO had visited the Erskine Hospital site re possible education site, and thanked Tom Chadwick for the lead. Both thought the site was ideal. However, she said that the matter would be required to be considered by Erskine’s Board of Trustees.</p> <p>Following the meeting the CEO received the following email from Erskine which he shared with Council members by email. Viv stressed that other sites continue to be being pursued.</p> <p><i>Email to Council Members</i></p> <p>“It was with optimism we discussed the possibility of a site for our Education and Vocational Training provision in the grounds of Erskine Home. Sadly you will see from the following extract from an email from the CEO of Erskine this was short lived. We will continue to pursue vigorously the alternatives.</p> <p><i>I had the opportunity to discuss with the Board of Trustees the potential to provide you with accommodation. The view was that any sale for development should happen as soon as we have planning permission, which provides me with a new focus, but regrettably the prospect of you being able to occupy either the factory or IT building is no longer feasible.</i></p>	

	<i>I am sorry to have given you false hope, and I hope you find somewhere suitable for your needs.”</i>	
	<p><b>Data Protection Issues</b> CEO said that the Church had not to date received a response from the Information Commissioners Officer regarding the breach at Geilsland. The Convener drew Council’s attention to the work that had been undertaken since the breach.</p>	
	<p><b>Historical Abuse</b> CEO advised Council that CrossReach had received two generic letters issued to all organisations who care for children from the Historical Child Abuse Inquiry, Scotland chaired by Susan O’Brien QC; one asking organisations to preserve and organise their records as the Inquiry does not know which records they will wish to see and the other asking organisations to engage with the Inquiry. He said that an Archivist had been employed and was currently cataloguing records. He had met with the Secretary of the Council of Assembly, Pauline Weibye and the Head of the Church’s legal Team Jeannette Wilson and it had been agreed that as the Inquiry is primarily focussed on children who have been cared for in a residential setting CrossReach would be the lead agency. CEO, Viv Dickenson, Paul Gilroy Head of Schools supported by Jeannette Wilson Head of the Church’s legal team will engage with the Inquiry. CEO to inform the Inquiry. Adrian Bark said he had read an article in the Sunday papers alleging abuse at the Mallard. Viv advised that there had been an allegation in the 1970’s which the Police had investigated 3 times over the years and the local authority’s Social Work Department had also investigated both agencies advised that there was no case to answer. She said that the Inquiry would look into this case once again. Viv said that the continual investigations were distressing for staff and we support them the best she can. Viv also said that CrossReach had commissioned an independent review of the Lord and Lady Polwarth case with the research undertaken by Professor Kendrick of Strathclyde University in which he assessed our fitness for purpose through our policies and procedures in relation to safeguarding. He had established there appeared to be no vulnerable areas. A desk top exercise of people who have come forward with allegations of abuse had also been undertaken, although other people may come forward with the Historical Abuse Inquiry’s work. The Convener said that CrossReach had done and continued to do as much as possible to be prepared for the Inquiry and the CEO confirmed that CrossReach would make all files and information available to the Inquiry should they request it.  Council Members confirmed they were content with the approach being taken.</p>	CEO
	<p><b>Income and Expenditure and Balance Sheet periods 8,9,10</b> Richard Begg, Chair of the Finance and Resources provided a brief overview;- <b>Services to Older People (STOP)</b> were behind budget, they had had a bad start to the year with a large number of deaths around the same time and had been unable to catch up throughout the year. <b>Adult Services</b> were ahead of budget.</p>	

	<p><b>Children and Families</b> consistently had a positive variance with higher than projected occupancy.  Cross Reach have no overdraft from the Church  Strong bank figure of £2m but ideally it should be more for an organisation of our size  Richard also said that traditionally January and February of each year were difficult months as local authorities end of year is March rather than December, like the Church of Scotland. There was some discussion about the December year end and whether we should ask Council of Assembly to consider realigning the end of year to March like most other companies.</p>	CEO
	<p><b>Council of Assembly (CoA) Convener</b>  Convener provided Council with an update on the key issues discussed:-</p> <ul style="list-style-type: none"> <li>• Presentation from Ministries Council which highlighted the increase in the number of new Ministers which was very encouraging.</li> <li>• David Bradwell is the Churches Refugee Co-ordinator for 1 year to help advise/coordinate work across the church in Scotland.</li> <li>• Ongoing discussions on how the Churches budget should be allocated across Councils.</li> <li>• It was noted that we need a Church that can be fleet of foot</li> <li>• CEO and Convener are involved in interviewing for the Secretary to the Council of Assembly. Interviews take place on 10<sup>th</sup> December.</li> </ul> <p>The Convener and the CEO provided an update from the CoA Finance Group held on 7<sup>th</sup> December. CEO referred Council to appendix 3 of the 2016 budget report which highlighted staffing pressures for 2016. He said that the Executive had agreed that CoA be asked for the funding to assist with those pressures, to which CoA have agreed to provide an additional £277k with the remaining funding coming an estimated increase in external funding.</p> <p>CEO to write to the Chair of Advisory Consultative and Advisory Group (ACNG) to confirm a 1% pay increase from April and a £100 minimum one off non- consolidated payment to staff if our financial performance is better than budget.</p> <p>There was a discussion about the living wage and the complexities that this will bring should legislation be brought in. If commissioners do not make funding available it is a worry for all care providers not just CrossReach.</p> <p>CEO said that we have a £14m pension deficit, which we are reducing by paying over £900k per year. At a recent meeting the Pensions Trustees advised that if CrossReach make a one-off payment of £2m into the pension deficit we could lose the trigger. This offer expires at the end of December. The alternative is that if the trigger is activated it will cost CrossReach £187k per quarter. If we take the pension deficit out of the equation CrossReach would be sustainable. The Convener said that CoA Finance Group are</p>	CEO

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	considering moving the pension deficit out of the operational budget. She said he would keep Council informed of any change.	CEO
	<b>Church and Society</b> <b>Valerie Thomson</b> Valerie provided an update on the work of Church and Society which is attached for ease of reference. Convener thanked Valerie for the update.	
	<b>Guild</b> Brenda Graham provided an update on the work that the Guild were currently undertaking. Convener thanked Brenda for the update attached.	
	<b>Scottish Churches Housing Action (SCHA)</b> <b>Clare Fleming</b> Clare said that she continues to represent CrossReach on the SCHA and will do so until a Social Care Mission Officer is appointed. Clare shared with Council the work being undertaken by SCHA. Claire highlighted the Edinburgh peer mentoring project in particular to help people who have been recently released from prison find a home. Convener thanked Clare for her update, which is attached.	CEO
	<b>Priority Areas</b> <b>Irene McGugan</b> Irene said that she, Elizabeth Hay and Richard Begg had attended the Priorities Areas Forum on 24 <sup>th</sup> September at which all Councils had been represented. Irene's update is attached.	
	<b>Church Involvement Group</b> <b>CEO</b> CEO said that the group had not met for sometime as he had wanted to have the Social Care Mission Officer in post as this person will drive the church involvement agenda. CEO to check with E Hay, it may reconvene again in the New Year.	CEO
27.	<b>2016 Budget</b> <b>R Begg</b> Richard introduced the 2016 Budget. He said that financial principal number 3 was that overall statutory services within operational areas should be full cost recovery, but within each area there could be some services that were in deficit. <b>Services to Older People</b> – had a high rate of deaths in the early part of 2015 and realistically could not catch up. A lower occupancy is now expected for January/ February/ March 2016. <b>Adult Services</b> - were in a better position this year but there are issues with South Lanarkshire Council who have reduced the rate paid for one of our services. <b>Children and Families</b> – entering the 3 <sup>rd</sup> year of a 3 year review and have a positive variance of 433k and are on track to breakeven in 2017. <b>Support Services</b> - Had a lower deficit than last year. Contingency has been reduced to £350k; review into to residential properties is being undertaken along with targeted marketing of our empty properties. He went on to say that Council of Assembly have provided nearly £1m towards the work of CrossReach which has been very welcome. Convener said that there had been a huge positive shift from where CrossReach had been some years ago financially and this was due to good stewardship of our resources but also said that it was important to remember that in part this was	

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	due to staff not receiving a pay rise for a number of years. <b>See Council of Assembly update.</b>	
28.	<b>CrossReach Portal and Circulation of Papers</b> <b>CEO</b> Council confirmed they were content with the new proposal and it was also confirmed that papers will continue to be emailed to Members if they wish them to be unless the content of the paper is covered by data protection is business sensitive or not to be in the public domain. CEO went on to say that he been advised that from the New Year email communication with Ministers should only be through their Church of Scotland email accounts and no other. CEO asked those members to advise Diane of their email address. Arrick as a retired Minister and Ken as a chaplain confirmed that they were not included this.	SCC
29.	<b>Meeting Dates 2016</b> <b>CEO</b> CEO asked Council to contact Diane if they had a problem with the 2016 meeting dates. However it is for Council to agree the report to the General Assembly therefore a Council meeting will need to take place before February. Diane to check out appropriate dates and advise Council.	D Gunstone
30.	<b>Proudest Moments 2015</b> <b>CMT</b> Each Director highlighted their proudest moments during the year. Presentation is attached.	
31.	<b>Nominations to Council</b> <b>CEO</b>  <b>Council Members</b> CEO said that 6 members would be retiring in 2016 and we can seek to re - nomination 50% of the retiring members, as long as they have only served one term.  <b>Convener</b> CEO advised that he had received 2 nominations for Convener. The nominees were asked to leave the room and the remaining Council agreed that the 2 nominations go forward to the next stage. SCC delegated the interviewing of nominees to the Executive which will meet on 16 <sup>th</sup> December and agree 1 nomination for Convener to go forward to the Nominations Committee in January. Finance and Resources Group meeting in December was cancelled, the Executive Committee would consider any urgent business along with interviews for Convener on 16 <sup>th</sup> December.	Executive
32.	<b>Business Strategy Group (BSG)</b> <b>Convener</b> The Convener said that we were in the 3 <sup>rd</sup> year of our 3 year strategy and we still have a deficit budget for 2016, but the plan had been to breakeven in 2016, which is not sustainable long term. She proposed to set up a short life Business Strategy Group with staff and Council representatives and it include a Council of Assembly	

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	Finance representative which would report to the June Social Care Council. The Group would be tasked to look at all the work of CrossReach. She invited members to break into small groups and consider the remit and priorities along with membership of the group. Feedback is attached	
<b>33.</b>	<b>AOCB</b>	
<b>34.</b>	<b>Date Of Next Meeting</b> CEO said that the proposed date of 9 <sup>th</sup> March for the next Council meeting would need to change to a date in February as Council would need to approve the report to the General Assembly. The deadline for receipt of the draft report at 121 was 29 <sup>th</sup> February <b>The meeting was closed with the Grace</b>	D Gunstone

Signed: .....  
Convener

Signed:.....  
Chief Executive Officer

Secretary of the Council

Date: .....

Date: .....

Appendix 1

**Social Care Council  
9th December 2015**

**Sederunt:**

Dr Sally Bonnar Convener  
Rev Richard Begg, Vice Convener  
Mr Adrian Bark  
Mrs Martha Bogle  
Prof Tom Chadwick  
Mrs Clare Fleming  
Mrs Mary Ford  
Mrs Brenda Graham  
Mr Douglas Hope  
Mrs Irene McGugan  
Mrs Kathleen MacPherson  
Mr David Matheson  
Rev Sheila Moir  
Mr Grant Petrie  
Mrs Susan Pym  
Rev Thom Riddell  
Mrs Sheila Robertson  
Rev Ken Russell  
Mr Bill Steele  
Mr Angus Swan  
Mrs Valerie Thomson  
Mr Bill Usher

Dr William Wallace  
Rev Arrick Wilkinson

**Apologies:**

Rev Hugh M Stewart, Vice Convener (pm)  
Mrs Sheelagh Carradice  
Mr Jo Elliott  
Rev David Gray  
Mr Fraser Horn (ACNG Chair)  
Mr Ali MacRae  
Mr Ian Russell  
Rev Ramsay Shields

**Apologies:**

Mr Calum Murray (Director of Adult Care Services)

**In attendance:**

Mr Peter Bailey (Chief Executive Officer)  
Mrs Mari Rennie (Director of Human Resources & Organisational Development)  
Mr Allan Logan (Director of Services to Older People)  
Mr Ian Wauchope (Director of Finance & Resources)  
Mrs Diane Gunstone (Minute Secretary)