

**NHS Welfare Reform, Health and Employability Forum**  
**14<sup>th</sup> March 2019**  
**10.00am-3.00pm**  
**The Studio**  
**Glasgow**

**Present:** Marlene McMillan(MM) (NHS Ayrshire & Arran) – Chair, Aileen Tait (AT)(NHS Tayside), Alison Newman (AN)(NHS Health Scotland), Angela Ingram (AI)(NHS GG&C), David Inglis (DI)(NHS Lanarkshire), Donna Burnett (DB)(NHS Health Scotland), Gillian Lindsay (GL)(NHS Lanarkshire), Jacqueline Brown (JB)(Social Security), Jane Beresford (JBer)(NHS GG&C), Dr Jeanette Hagerstrom (JH)(Scottish Government), Kathy Blessing (KB)(The State Hospital – Carstairs), Margaret Kane-Dickson (MK-D)(NHS Health Scotland, Anne Ramsay (AR)(NHS Health Scotland) – Minutes.

**Video/Tele Conferencing:** Margaret Brown (MB)(NHS Highland)

**Apologies:** Allyson McCollam (NHS Borders), Debbie Nelson (NHS GG&C), Elizabeth Robinson (NHS Shetland), Hazel Meechan (NHS Forth Valley), Phil Myres (NHS Dumfries & Galloway), Sylvia Baikie(NHS Lothian), Kathryn Paterson

**Guest Speakers:** Bill Gray (NHS Health Scotland) – Organisational Lead Community Food

Martin Taulbut (NHS Health Scotland) – Public Health Intelligence Advisor

Sonja Scott (NHS GG&C) – The Cost of Pregnancy Pathway

	Discussion/Outcome	Action
<b>Introductions/Apologies</b> Introductions were given by all.		
<b>Previous Minutes</b> <b>MM</b> asked if members were in agreement with previous set of minutes. Any amendments should be sent to AR/AN <b>JB</b> (with ref. page 3) said that she has sent the case study to Brian Fleming (DWP) and his replacement, since he has now moved job, regarding the pregnant woman, who was deemed to be vulnerable and had been sanctioned for 18 months. <b>Jane</b> discussed the issues around this regarding the Equality Act and the right to social support and is awaiting a reply from DWP. <b>AN</b> offered to chase this reply on behalf of <b>JB</b> .		<b>AN</b>
<b>DB</b> informed the forum that DWP have invited senior representatives from health and disability organisations to join a new Health Forum which will meet quarterly. George Dodds will represent NHS Health Scotland on this group. This group and further engagement with senior officials in DWP in Scotland will provide the opportunity to raise concerns and identify ways to improve customer experience. JBer agreed to provide case studies to DB in order that the experience of patients in NHS GG&C can be shared by NHS Health Scotland in discussions with DWP.		<b>DB/JB</b>
<b>JB</b> asked for representatives from the forum who would like to attend 2 poverty awareness training sessions being delivered through CPAG and Poverty Alliance, in NHS GG&C to contact <b>AR</b> . <b>JB</b> will forward details of these to <b>AR</b> .		<b>JB/AR</b>
NHS GG&C have already provided training to their HR, occupational health, support and information from staff side and have been in contact with staff that are experiencing financial difficulties of which 30 staff across all pay spectrums have presented themselves. This group will look at a pilot to enable		

<p>professional registration fees to be paid through credit union on a monthly basis via salary deduction rather than a lump sum. If successful, this will be rolled out throughout Scotland.</p>	
<p><b>Terms of Reference (T.O.R.)</b>  The current T.O.R. were written in 2016. The new T.O.R. will be dated 14<sup>th</sup> March 2019 and will be reviewed in a year, due to the possible future changes with public health reform.</p> <p><b>GL</b> asked about the expectation for the reporting process on the Outcome Focussed Plan (OFP) for the Boards. <b>MK-D</b> will seek clarification on this because the Chief Medical Officer letter (CMO) has intimated that it does not have to be mandated. <b>MK-D</b> agreed to produce a governance diagram. <b>MM</b> will forward a paper to the Forum which was designed for NHS A&amp;A regarding the current legislation on child poverty and the Government’s strategy, this will also include information on Social Security Scotland which has the relevant links.</p> <p><b>JB</b> asked about the possibility of lobbying for example around sanctions. <b>DB</b> said NHS Health Scotland have an influencing role but are not allowed to lobby. The Forum agreed that Influencing policy development could be built into the T.O.R. <b>MM</b> said that “being an advocate” for our communities is important, as is the need to keep Director of Public Health informed of issues to help them when they are influencing strategy.</p> <p>The Forum discussed whether there was a need to review membership, develop connections with other groups and add a section on communications into the T.O.R. The Forum discussed some existing connections with other groups: <b>JBer</b> said that herself and <b>AI</b> work with the deputy director of procurement around the community benefit clauses in NHS GG&amp;C within their own Health Strategic Group. Consideration was given to forming a sub-group to look at membership/communication and governance, however it was agreed that this could be done via e-mail. Forum members agreed to e-mail <b>AN</b> with suggested changes to the T.O.R. relating to membership, communications and connections with other groups.</p> <p><b>AN</b> suggested all members of the Forum take responsibility to feed information to National Groups. <b>KB</b> said that The State Hospital would welcome a steer on what forum they should be on given that their interest is mainly staff health and wellbeing. KB is moving to a new role but will put her colleague in touch with DB to discuss.</p> <p><b>GL</b> asked if it is ok for NHS Lanarkshire to have more than one representative on the Forum, but send whoever is relevant based on the agenda for each meeting. <b>AN</b> said this would be ok and that the minutes and papers will be sent to all three of their representatives. They will agree who will attend depending of what is on the agenda. <b>MB</b> said the smaller Island Boards do not have dedicated posts looking at poverty and financial inclusion, because of capacity issues. <b>MM</b> said that every NHS Board is encouraged to attend, but recognised that this does not happen.</p> <p><b>DB</b> informed the forum that next financial year, there is no budget available for the hire of external meeting venues. Therefore the forum going forward will have to use internal meeting facilities available to members, which we do not have to pay for. The secretariat/admin support will continue to be provided by NHS Health Scotland for these meetings.</p>	<p><b>MK-D/MM</b></p> <p><b>DB/MM</b></p> <p><b>AI/AN</b></p> <p><b>AR</b></p>

<p><b>Health Scotland Update– Margaret Kane-Dickson/Alison Newman</b>  <b>MK-D</b> discussed NHS Health Scotland supporting the Scottish Government initiative Fair Start Scotland event on Thursday 27<sup>th</sup> March 2019 called “Pulling the Threads Together”- supporting good work through collaboration. This will be attended by HWL award holders, Scottish Government, local Boards, colleagues in Health Scotland and employability teams in Lanarkshire and Glasgow. Gavin Gray, the Deputy Director of Employability Division of Scottish Government will present on the background and ethos of Fair Start Scotland “No one left behind”. There will also be a presentation from Graham Fulton of People Plus (Prime Provider of FSS in Glasgow). Table discussions will take place looking at how employers can support Fair Start Scotland and any perceived barriers they might have to supporting the programme. Predominately participants who come from Job Centre Plus and Scottish Government would like to work with other referral pathways. NHS Scotland as an employer/referral agent will work with patients and service users who will be eligible for FSS in Glasgow.</p> <p><b>MK-D, AN,</b> Christine Reid and Gillian Lindsay met to discuss NHS Lanarkshire being a referral agent for FSS in Lanarkshire. NHS Lanarkshire staff have fed back to Christine that they would like two hour buzz information sessions within hospitals in April with approx. 50 participants at each session. Alison Moore (Scottish Government), Christine Reid and the head of nursing within Lanarkshire will meet to ask if senior nurses and allied health professionals will attend to discuss this further. <b>MK-D</b> and <b>AN</b> will report back to Health Scotland on this. Remploy are the prime providers for FSS in Lanarkshire and will attend each session along with Christine Reid and SG staff to provide all information.</p> <p><b>MK-D</b> discussed the Fair Work Framework short and medium term outcomes within the OFP in reference to Tayside and GG&amp;C, both are currently working within the framework to generate evidence for these outcomes. <b>MK-D</b> has emailed directors of public health, members of this forum and directors of HR, who are working within the framework to generate evidence for these outcomes. <b>MD</b> has created a benchmarking tool which has been shared with both Boards. <b>MK-D</b> will work with both and the learning from this steering group will be used to assist other Boards. <b>MK-D</b> will visit Tayside in April to look at their progress and work to support them and their employability team for Fair Start Scotland and the Fair Work Framework.</p> <p><b>AN</b> attended Transforming Lives Community meeting in Lanarkshire, which Remploy links with their supply chain to work with vulnerable clients. An event will take place in Lanarkshire in May. There will also be a national event which <b>AN</b> and Christine Reid, Senior Health Improvement Officer for Lanarkshire will be the contacts. <b>AN</b> will send out the May meeting details and also their newsletter.</p>	<p><b>MK-D/AN</b></p> <p><b>AN</b></p>
<p><b>Social Security Scotland Update – Jacqueline Brown</b>  A handout was distributed by <b>JB</b> with a recap as at 14<sup>th</sup> March 2019 as follows:-  <b>The Carers Allowance Supplement – Carers in receipt of Carer’s Allowance</b>  In delivery (first run September 2018)  Qualifying Dates for 2019:</p> <ul style="list-style-type: none"> <li>• 15 April 2019 – paid June 2019</li> <li>• 14 October 2019 – paid December 2019</li> </ul> <p>Amount £226.20</p> <p><b>The Best Start Grant - (This has replaced the Sure Start Grant)</b>  <b>People on low incomes and receiving certain qualifying benefits</b>  <b>Pregnancy and baby payment – delivery commenced 10<sup>th</sup> December 2018</b></p> <ul style="list-style-type: none"> <li>• Early Years by Summer 2019 – Amount - £250.00</li> <li>• School Age Payment – Applications open 3<sup>rd</sup> June 2019 – Amount £250.00</li> <li>• Best Start Foods by Summer 2019 – Amount - £250.00</li> </ul> <p><b>Funeral Expense Assistance – By Summer 2019</b>  <b>People on low incomes and receiving certain qualifying benefits</b></p>	

<p>Social Security Scotland will be working with registrars regarding the eligibility of families that have experienced still births. Amount – Cost of burial and some transport, plus £700.00.</p> <p><b>Young Carer Grant – New benefit</b> <b>Young people aged 16 to 17 (or 18 and still at school) who do at least 16 hours of caring a week.</b> By Autumn. It is estimated that 1700 people will be eligible for this grant.</p> <p><b>Consultations to highlight</b> <b>Disability assistance in Scotland:</b> consultation published 5<sup>th</sup> March – We are inviting responses to this consultation paper by 28<sup>th</sup> May 2019. (Children/Older People will be transferred next year).</p> <p><b>Job Grant</b> This is a new payment to help young people with the costs associated with the transition into the workplace, after a period of time out of paid work. A consultation on our proposals for the Job Grant is open until 9<sup>th</sup> April 2019. It is expected to consist of a one-off cash payment of £250.00, or £400.00 for a young person with children. This will be available to those between the ages of 16 to 24 who have been out of paid work for six months prior to finding employment.</p> <p><b>Local Delivery (Face to Face service):</b> <b>Contact details issued to the WRHEF and local engagement is on-going.</b> <b>Recruitment commenced for team leaders 18<sup>th</sup> February.</b> There will be 19 local delivery relationship leads recruited for 32 Local Authorities. A team lead will be recruited for each local authority area and a further 6-8 support workers to support the team leaders. The locations of these staff is still to be decided.</p> <p><b>The Charter for the New Social Security Agency launched 21<sup>st</sup> February 2019</b> This was launched by the cabinet secretary. <b>JB</b> distributed copies of the charter and informed the Forum that details are now online.</p> <p><b>AN</b> asked <b>JB</b> to send the consultation links to the forum. <b>JB</b> will send these to <b>AR</b> who will circulate.</p> <p><b>JB</b>, who now works within North Lanarkshire area said people with wider eligibility window can also apply for all children, including those who are starting nursery, for The Best Start Grant and this will vastly increase the numbers who can apply.</p>	<p><b>JB</b></p> <p><b>JB/AR (Done)</b></p>
<p><b>DWP Update – Dr Jeanette Hagerstrom – Scottish Government</b></p> <p><b>Disability Employment</b> A Fairer Scotland for Disabled People: Employment Action Plan was published in December 2018 and commits the Scottish Government to reducing the disability employment gap by at least half by 2038. The plan sets out the initial actions Scottish Government and its agencies will take, but in order to meet this ambition we are committed to working across policy areas and with stakeholders across sectors including disabled people themselves. <a href="https://www.gov.scot/publications/fairer-scotland-disabled-people-employment-action-plan/">https://www.gov.scot/publications/fairer-scotland-disabled-people-employment-action-plan/</a></p> <p><b>Top Lines:</b></p> <ul style="list-style-type: none"> <li>• We want to ensure that everybody who can and wants to work has the opportunity to find Fair Work and that those facing barriers to employment, including many disabled people, can access any additional support they need.</li> </ul>	

- We have committed to at least halve the disability employment gap by 2038.
- We are committed to building strong partnerships, with disabled people, employers, and trade unions, to deliver the change that disabled people demand and deserve.
- We also want to develop a more rounded measure of success, with disabled people working in meaningful jobs that enable professional development and career progression

**Disabled People and Employment- Key Statistics**

The employment rate of disabled people in Scotland currently stands at 45.4%. The employment rate of non-disabled people currently stands at 81.2%. The Disability Employment Gap (the difference in employment rates between disabled and non-disabled people) is 35.8 percentage points (a reduction from baseline year of 2016, when the gap stood at 37.4 percentage points). (Source: Annual Population Survey 2017)

**1. A Fairer Scotland for Disabled People: Employment Action Plan was developed in partnership with key stakeholders covers three broad themes:**

- Supporting Employers to recruit and retain disabled people;
- Supporting disabled people to enter employment; and
- Young people and Transitions.

**2. We recognise that Scottish Government has a leadership role to play in reducing the disability employment gap - both as an employer and policy maker**

- We will publish a Recruitment and Retention Plan, setting a target for the employment of disabled people in Scottish Government; and we will encourage other public sector organisations to follow our example by sharing the learning.
- We will work with City Regions and Growth Deals areas to tackle external barriers to employment (e.g. accessible transport).

**3. We are investing to support disabled people -in addition to the up to £96 million we are already resourcing through our newly devolved employment service, Fair Start Scotland, we will invest:**

- Up to £1m to support employers through a new Public Social Partnership and working with enterprise companies to develop pilots aimed at ensuring that employers have the support they need to attract, recruit and retain talented disabled staff;
- Up to £6m of additional resource from the Child Poverty Delivery Fund to co-produce with disabled parents and disabled people's organisations a pilot employment support fund, targeted towards areas with the highest levels of child poverty and the lowest levels of employment of disabled people.

**4. Specifically in relation to transport:**

We will work across Government including Transport Scotland, and work with transport providers, Local Authorities, Disabled Person's organisations, MACS and disabled people themselves to deliver the actions in the Accessible Travel Framework ensuring that promoting equality of access for all is integral to the National Transport Strategy. This will include for example access to accessible information to plan journeys including the Accessible Travel Hub: <http://accessibletravel.scot/> The Hub is under constant review and Scottish Government colleagues are working with Disability Equality Scotland (DES) to further improve and develop the Hub to ensure the content is fit for purpose. Transport Scotland colleagues are also addressing issues such as hate crime and safety where they have worked to roll out good local practice across regional transport partnership areas. In relation to Access to Work the Disability Policy Team will pilot support, similar to Access to Work, for disabled people undertaking work experience and work trials.

**Disability Policy Team**

**March 2019**

GL asked about investment in the third sector and JH replied that there is no budget available. DB asked about the monitoring/reporting of disabled people who are in work and the influence of

<p>labour markets to which <b>JH</b> said that it is important to support disabled people who are in work. <b>JB</b> added that it would be good to have individual investment plans to assist people with long term health/disabilities with reasonable adjustments. <b>AI</b> said that a positive mind set is important to stay in work and telling a manager about their health is key to this. <b>JB</b> said that looking at NHS costs to support an ageing workforce is important and that Social Security could communicate that to clients. <b>JBer</b> discussed the papers which are going to the Board and will share these with the group.</p> <p><b>JH</b> will send a link to the Forum for the Scottish Governments new website to the forum.</p>	<p><b>JBer/AR (Done)</b></p> <p><b>JH/AR (Done)</b></p>
<p><b>Local Updates already distributed prior to the Forum</b> This will be provided on a separate document.</p> <p><b>AT</b> will email <b>JBer</b> regarding support with Money Matters in the QEUH.</p> <p><b>AN</b> passed on Kathryn Paterson’s apologies for today and said that she will be attending the FSS event on 27<sup>th</sup> March.</p> <p><b>Fuel Poverty – Donna Burnett NHS Health Scotland</b> There is now a new Scottish Fuel Poverty Panel which is attended by George Dodds. This group will provide advice to Scottish Government regarding Fuel Poverty. The Fuel Poverty Bill going through Scottish Parliament has been passed at stage 1. There is a meeting next week with fuel poverty partners to look at ways in which we can work more collaboratively to inform the Fuel Poverty Strategy for Scotland going forward..</p> <p><b>DB</b> asked for Health Boards interested in developing partnership approaches with Home Energy Scotland, to help patients access their resources to get in touch.</p> <p><b>MM</b> said that the group will visit Ayrshire &amp; Arran on Friday 15<sup>th</sup> March.</p> <p><b>JB</b> discussed how energy advisors can help with advice about how to pay off fuel debt and help with installing new boilers for carers/parents of disabled children.</p> <p><b>MM</b> suggested having a bigger slot to discuss Fuel Poverty at future meetings.</p>	<p><b>AT</b></p> <p><b>All HB’s</b></p>
<p><b>Martin Taulbut – NHS Health Scotland</b> Martin Taulbut, Public Health Intelligence Advisor NHS Health Scotland shared findings from his report “Working and Hurting”. UK Welfare Reform from 2010-2016 and Public Health in Scotland, what our concerns should be, as well as where the evidence of change lies were discussed. Martins report will be shared with the Forum.</p>	<p><b>AR (done)</b></p>
<p><b>Sonya Scott – NHS Greater Glasgow &amp; Clyde</b> Sonya Scott, Consultant in Public Health for NHS Greater Glasgow &amp; Clyde presented on “The Cost of Pregnancy Pathway” research which is currently underway and has confirmed that once this research is complete it will be shared with the Forum towards the end of 2019.</p>	
<p><b>Bill Gray – NHS Health Scotland</b> Bill Gray, Organisational Lead for Community Food NHS Health Scotland provided a presentation on “Food Poverty” discussing food insecurity along with community lead research. The Forum agreed that cuts to health board and local authority budgets are having an ongoing negative impact on local community food initiatives with more focus needed on prevention. Bills presentation will be shared with the Forum.</p>	<p><b>AR (done)</b></p>
<p><b>Actions from meeting on 14<sup>th</sup> March 2019</b> <b>JB</b> regarding DWP and the vulnerable lady sanctioned for 18 months. <b>AN</b> to chase this reply on behalf of <b>JB</b>. <b>Page 1</b></p> <p><b>JBer to provide case studies of experiences of patients in NHS GG&amp;C to DB. Page 1</b></p>	<p><b>AN (done)</b></p> <p><b>JBer</b></p>

<p><b>JB</b> asked for representatives from the forum who would like to attend 2 poverty awareness training, delivered through CPAG and Poverty Alliance, in NHS GG&amp;C to contact <b>AR</b> – <b>JB</b> will forward details of these to <b>AR</b>. <b>Page 1</b></p>	<b>JB/AR</b>
<p><b>MK-D</b> will produce a governance diagram.  <b>MM</b> will forward a paper to the Forum which was done for NHS A&amp;A regarding child poverty including information on Social Security Scotland relevant links. <b>Page 2</b></p>	<b>MK-D/MM DB/MM</b>
<p>Influencing policy intentions will be built into the <b>Terms of Reference</b>. Forum members to email <b>AN</b> regarding amendments relating to the membership, links with other groups and communication responsibilities. <b>Page 2</b></p>	<b>All/AN</b>
<p>Terms of Reference to be reviewed in a year. <b>Page 2</b></p>	<b>All</b>
<p><b>DB</b> informed the forum that next financial year, there is no budget available for the hire of external meeting venues. Therefore, the forum going forward will have to use NHS, Scottish Government or Social Security rooms which we do not have to pay for, which will be booked further in advance. <b>Page 3</b></p>	<b>AR</b>
<p>Alison Moore (Scottish Government), Christine Reid (allied health professional) and the head of nursing within Lanarkshire will meet to ask if senior nurses will attend to discuss this further. <b>MK-D</b> and <b>AN</b> will report back to Health Scotland on this. <b>Page 3</b></p>	<b>MK-D/AN</b>
<p>An event will take place in Lanarkshire in May. There will also be a national event for which Christine Reid, Senior Health Improvement Officer for Lanarkshire will be the contact. <b>AN</b> will send out the May meeting details and also their newsletter. <b>Page 3</b></p>	<b>AN</b>
<p><b>Funeral Expense Assistance</b> <b>JB</b> will consult with registrars regarding the eligibility of families who have still births. <b>Page 4</b></p>	<b>JB</b>
<p><b>JB</b> will send consultation links to <b>AR</b> who will circulate to the Forum. <b>Page 4</b></p>	<b>JB/AR (Done)</b>
<p><b>MM</b> will invite Caroline (Relationship Lead) NHS Communications Department A&amp;A, to present on the Best Start Grant at the next meeting. <b>Page 4</b></p>	<b>MM</b>
<p><b>JBer</b> discussed the papers which are going to the Board and will share these with the group. <b>Page 6</b></p>	<b>JBer/AR (Done)</b>
<p><b>JH</b> will send a link to the Forum for the Scottish Governments new website to the forum. <b>Page 6</b></p>	<b>JH/AR (Done)</b>
<p><b>AT</b> will email <b>JBer</b>. regarding support with Money Matters in the QEUH. <b>Page 6</b></p>	<b>AT</b>
<p>Health Boards interested in developing work with Home Energy Scotland to provide help for patients to contact DB. <b>Page 7</b></p>	<b>All HB's</b>
<p>Martin Taulbut's report will be shared with the Forum. <b>Page 7</b></p>	<b>AR(done)</b>
<p>Bills Gray's presentation will be shared with the Forum. <b>Page 7</b></p>	<b>AR(done)</b>

<b>AOCB</b> Gillian Lindsay from NHS Lanarkshire has agreed to chair the next meeting.	
<b>DONM</b> Thursday 30 <sup>th</sup> May 2019 1.00p.m. until 3.30p.m. Room G5, NHS Health Scotland, Meridian Court, 5 Cadogan Street, Glasgow G2 6QE	

**LOCAL UPDATES TO ANNE RAMSAY 4 WEEKS IN ADVANCE OF NEXT MEETING**