



VOLUNTARY SECTOR SUB-COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN PARK ON WEDNESDAY, 4TH DECEMBER 2013 AT 10.30 A.M.

PRESENT:

Mr. R. Cooke – Chair

Councillors:

C. Hawker, Mrs. J.A. Pritchard, R. Woodyatt, Mrs. P. Cook,
Mrs. J. Summers, A. Lewis, S. Morgan, P.J. Bevan, Ms. L. Ackerman.

Together with:

Abbeyfield	-	Mr. P. Jones
Abertridwr Community Church	-	Mr. L. Clay
Age Cymru	-	Ms. S. Brown
Bargoed YMCA	-	Ms. J. Price
Caerphilly Borough Parents Network	-	Ms. M. Jones
Caerphilly Groundwork Trust	-	Mr. R. H. Cooke
Caerphilly People First	-	Mr. C. Luke
Care & Repair Caerphilly	-	Ms. P. Jones
Cancercareline	-	Mrs. C. White
Cruse Bereavement Care	-	Mrs. C. Williams
Disability Can Do Organisation	-	Mrs. H. Williams
GAVO – Director	-	Mr. M. Featherstone
GAVO – Caerphilly	-	Mr. M. Bridgman
New CLURV	-	Mrs. J. Morgan
The Vanguard Centre	-	Mrs. M. Wade
Van Road United Reformed Church	-	Mr. J. Wade

Also present:

J. Dix (CCBC Policy & Research Manager), J. Elliott (CCBC Senior Research Officer), Gina Jones (GAVO), Mr. H. Llewellyn (Town & Community Council Representative), Mr. D. Brunton (Vice Chair Voluntary Sector Representatives), Ms. Sam Crane (ABUHB), Mr. H. Rees (CCBC – Programme Manager), Inspector G. Lintern & Sgt. R. Davies (Gwent Police), Ian Johnston (Police & Crime Commissioner for Gwent), Natalie Whyatt (Caerphilly Business Forum), Maria Chapman (Office of the Police & Crime Commissioner for Gwent), Rod Berry (Caerphilly People First), Tim Keohane (CCBC – Trading Standards), Ms. N. Whyatt (Caerphilly Business Forum Representative)

1. APOLOGIES

Apologies for absence were received from Cllrs. J. Bevan, D. Carter, Mrs. E. M. Aldworth, R. W. Gough, Mrs. P. Griffiths, K. James.

Also from Mrs. B. Helps (Caerphilly Parents & Carers Forum), Mr. M. Thorne (SYDIC), Mr. K. Viney (The Settlement), Mr. I. Racz (Graig Y Rhacca Communities Partnership), Ms. D. Crossman (South Wales Fire & Rescue Service), Mr. T. Sheehan (Caerphilly Business Forum), Mr. D. Morgan (Caerphilly 50+ Forum), Ms. J. Lawton (Caerphilly Mind), Ms. M. Snowden (Homestart Caerphilly), Mr. H. Llewellyn (Town & Community Council Representative)

2. DECLARATION OF INTEREST

None declared.

3. MINUTES

- 3.1 Regarding item 3.6 in the minutes from the last meeting on the Welsh Government's consultation 'Continuity and Change - Refreshing the Relationship between Welsh Government and the Third Sector', Mr Mike Bridgman reported that he has circulated the Minister's response in the Assembly's plenary session to the 700+ voluntary and community organisations covered by GAVO.
- 3.2 Mr Bridgman also reported to the Committee that he had received a card from Noel Young, who had been presented with an inscribed plaque and celebration cake at the last meeting, upon his retirement from the

Committee. The card expressed Noel Young's pleasure at receiving these gifts, cards and kind comments.

- 3.3 Mr Bridgman reported that the administration of the Technical Assistance Fund for 2014-15 would be moving from GAVO back to the local authority.
- 3.4 Mr Bridgman explained the progress of the item from the previous meeting regarding the Auditor General's comments which were critical of the council's public engagement work. A letter was sent by the Chair on behalf of the Committee (18/11/13) strongly expressing the supportive views for the council, and its public engagement work. The Chair has received an acknowledgment of receipt of the letter from the Auditor General's office stating a response would be issued within a fortnight.
- 3.5 The minutes of the meeting from the 18th September 2013 were then recorded as a true record.

4. COMPACT REPORT 1: THE ROLE OF THE POLICE & CRIME COMMISSIONER FOR GWENT, IAN JOHNSTON QPM

- 4.1 Mr Ian Johnston informed that he had been in the role of Police & Crime Commissioner for the past twelve months, and his presentation would cover three subjects: the Policing Plan, the Budget and the Estates.
- 4.2 **The Policing Plan:** Mr Johnston described the former situation, before the post of the Police & Crime Commissioner was put in place whereby Gwent Police would produce the policing plan, and the Gwent Police Authority would agree to it. The policing plan is now firstly agreed by the Commissioner with the people of Gwent, to ensure it represents their feelings, needs and expectations. The policing plan is then agreed with Gwent Police. Mr Johnston acknowledged that some people in the Gwent area have lost confidence with the police, with just 53% of the public reporting confidence, and this needs to be the focus for improving local delivery.
- 4.3 **The Budget:** the budget was previously agreed, as the Policing Plan, by Gwent Police, and then by the Gwent Police Authority. The Police & Crime Commissioner now sets the budget considering: intelligence information, especially regarding drugs, Community Safety, and Home Office Schemes. The Commissioner is looking at funding for 'Victims of Crime Services', to begin in October 2014. Together with the establishment of a Strategic Commissioning Board, which will include a seat for representation by the third sector (to be filled by Mr Martin

Featherstone, Director of GAVO) along with representation from the Aneurin Bevan University Health Board, South Wales Fire & Rescue Service, Registered Social Landlords, and the Welsh Government. The Board will decide on how and where to allocate funding, and will be looking for projects that fit with the policing plan.

- 4.4 **The Estates:** Mr Johnston informed that police stations which are currently closed may revert to future force use, and / or combine the buildings for additional community / third sector use.
- 4.5 Under the Police Property Act any unclaimed items, in possession of the Police, can be sold and the proceeds could go to community groups. This exercise was undertaken this year (2013) and it will be repeated next year in 2014.
- 4.6 Mr Johnston then took questions from the Committee -
- 4.7 Question: Why is it that Partnership and Community Together (PACT) meetings seem to have no final result or conclusion? Why are the PACT meetings attended by Police Community Support Officers (PCSO's) and not frontline Police personnel who may have greater knowledge of issues within the wider area?
- 4.8 Answer: Mr Johnston informed he will be refreshing and reviewing the functions of the PACTs. He is looking to ensure there will be representation from the town and community councils, and that Gwent Police will be represented by either an Inspector or a Sergeant. Other interested organisations may also be co-opted on to PACTs such as Tenants Associations.
- 4.9 Cllr P J Bevan commented that the PACT meetings in his ward area had good attendance and worked well. Cllr Mrs J Summers also said that in her ward PACT meetings have been effective, and provided good controls to reduce anti-social behaviour.
- 4.10 Cllr Mrs J Pritchard said that PACT meetings in her ward got the business done. She felt however, there was little publicity given to a beneficial initiative called OWL (Online Watch Link) which helps communities prevent and detect crime, support one another and be more aware of what is going on in their area, complementing the activity of Neighbourhood Watch. Cllr Pritchard asked what is being done to increase publicity and expand OWL, and also questioned how the anti terrorist budget is funded.

- 4.11 Answer: Mr Johnston concurred that the OWL scheme had been successful in Gwent, and £37,000 had been set aside to further develop. He commented there are now over 36,000 people signed up to the scheme, which can also be used to link issues to Trading Standards, such as problems with cold callers. He noted the four Police Crime Commissioners' in Wales will soon be meeting with a view to roll out the OWL scheme Wales wide.
- 4.12 Mr Johnston informed anti-terrorism operations are undertaken by the National Crime Agency, which is centrally funded.
- 4.13 Question: It was asked whether the Bobby Van Scheme would be re-introduced, as the service it provided was highly valued?
- 4.14 Answer: Mr Johnston informed that much of the replacement for this work is undertaken by Care and Repair, which in turn is funded by the Police and Crime Commissioner, and this seems to work well, although not a direct substitute for the Bobby Van Scheme. Ms Pat Jones, from Care and Repair commented that the agency also works with Safer Caerphilly in fitting locks etc.
- 4.15 Question: Ms Michelle Jones from the Caerphilly Borough Parents Network said that the Network has over 450 parents who need to have their opinions heard, and queried what was the mechanism for filtering views through?
- 4.16 Answer: Mr Johnston responded that he welcomes citizens involvement, and links on communications can be made via the Commissioner's website. He noted he regularly gives talks to organisations, and has spoken to the Youth Forum. He commented young people sit on Police & Crime Commissioner decision-making groups, which includes funding panels.
- 4.17 Mr Featherstone (Director of GAVO) said that working in partnership provides a conduit for information sharing and joint approaches to work.
- 4.18 Mr Howard Rees (Programme Manager, CCBC) commented that Gwent Police and GAVO are partners on Caerphilly Local Service Board, which has a joint Citizen Engagement Group that includes the Caerphilly Parent Network.
- 4.19 Mr Johnston concluded by noting that both voluntary and statutory organisations are on an equal footing when it comes to bidding for funds through the police budget.

- 5. VOLUNTARY SECTOR REPRESENTATIVE QUESTION 1:** *Is the council aware of cold calling to pensioners purporting that they represent the Council in replacing free of charge, the boilers in their homes? If this is true how can pensioners check their ID and legitimacy?*
- 5.1 A full report, in the form of a press release, was attached to the papers for this meeting. Mr Tim Keohane (CCBC – Senior Trading Standards Officer) presented this report and was available to answer questions.
- 5.2 Caerphilly County Borough Council's Trading Standards Team is warning householders to be aware of those rogue cold callers, who will telephone or drop leaflets through letterboxes, promoting both the Energy Company Obligation (ECO) Scheme and the Green Deal with the intention of making money through 'one off fees.'
- 5.3 Mr Keohane said that the council had received fifty complaints about two companies, and throughout Wales there had been eight hundred complaints received against companies regarding Green Deal, third party interventions, and boiler schemes.
- 5.4 Mr Keohane advised to check that a business is an accredited Green Deal Assessor, provider or installer - to visit <http://gdorb.decc.gov.uk/> or for businesses offering the ECO Scheme to contact your own energy supplier.

For independent advice on both schemes, contact the Energy Saving Advice Service on 0300 123 1234. To find out more about the Green Deal go to -

www.gov.uk/green-deal-energy-saving-measures/how-the-green-deal-works.

To find out more about ECO go to -

www.gov.uk/government/policies/helping-households-to-cut-their-energy-bills/supporting-pages/energy-companies-obligation-eco

Any consumers who have any issues or suspicions with companies or businesses promoting either of the schemes should contact Caerphilly County Borough Council's Trading Standards on 01495 235291 or by visiting -

www.caerphilly.gov.uk/tradingstandards

6. COMPACT REPORT 2: 'CAERPHILLY DELIVERS – THE SINGLE INTEGRATED PLAN 2013-2017' – HOWARD REES (PROGRAMME MANAGER, CCBC)

- 6.1 Mr Rees described the large number of Partnerships which previously existed, many of which were working in isolation. Meetings taking place, was estimated in officer attendance time alone to be costing £6 million per year. The Single Integrated Plan has led to a rationalised community planning structure.
- 6.2 Mr Rees described the progress of developing 'Caerphilly Delivers the Single Integrated Plan 2013-17.' A Unified Needs Assessment was first undertaken, leading to the identification of five outcomes:- Prosperous Caerphilly, Safer Caerphilly, Healthier Caerphilly, Learning Caerphilly, Greener Caerphilly, with eighteen priorities for delivery.
- 6.3 Delivering the Single Integrated Plan is now the focus for work, and will be the main subject at the Standing Conference, on the 13th December 2013.
- 6.4 For budgetary reasons there has been a limited hard copy print, of the Single Integrated Plan. However, the document can be viewed at the following link -
<http://your.caerphilly.gov.uk/communityplanning/content/single-plan>
- 6.5 Mr Dave Brunton commented that there would be the need to have elections through the voluntary sector forums to get people involved with the Single Integrated Plan delivery groups.
- 6.6 Mr Rees responded that he would ensure full discussion with GAVO's Director, Martin Featherstone, to ensure proper representation.

7. PRESENTATION: THE WORK OF CAERPHILLY PARENT NETWORK – MICHELLE JONES (PROJECT CO-ORDINATOR)

- 7.1 The network was established in 2000, when a consultation was carried out to identify the need for parents and carers to have a voice in the development of services that affect their families. From this original consultation, it was decided to develop a network of parents who would be supported to attend planning meetings and provide a parents perspective. As a result of the consultation, 2 year funding was secured to employ a development worker and to set up the panel.

- 7.2 The Parents Network aims to improve the quality of life for children and their families. Services, which are developed in partnership with parents, have the potential to be more relevant, better used and more responsive to changing needs. The Parents Network gathers views through various mechanisms such as the twice yearly held conference called PlaNet, through facilitating Families First and Flying Start parent forums across the borough, and by working in partnership with other organisations. An example of the Network's work is the Parent Participation Toolkit, which was Commissioned by the Children & Young People Partnership, and acts as a Resource for partners, using the Participation Standards as its focus.

8. VOLUNTARY SECTOR REPRESENTATIVE QUESTION 2: FAMILIES FIRST PROCUREMENT & TENDERING

- 8.1 Mr Brunton informed that the VOLUME Steering Group, which had put forward this question, had not yet met to discuss the response by Ms Sandra Aspinall (Acting Deputy Chief Executive, CCBC) and this subject will be re-visited by the VOLUME Group. The response is contained in the papers for this meeting.
- 8.2 To a large extent Mr Bridgman said that the questions had been answered in the response. However, he noted the Voluntary Sector was unable to attend the Children and Young People Partnership on the 18th September 2013, as it conflicted with the Voluntary Sector Committee meeting. Mr Bridgman further commented that the Voluntary Sector Representatives were not made aware of the dissolving of this Partnership.

9. UPDATE ON PROCUREMENT & TENDERING – MARTIN FEATHERSTONE (DIRECTOR OF GAVO)

- 9.1 Mr Featherstone said that he had sent a letter to Mr Stuart Rosser - Interim Chief Executive of CCBC, setting out his concerns around procurement and tendering. Mr Featherstone shared with the Committee the response received from Mr Rosser, which he noted was positive in moving forward.

10. TERMS OF REFERENCE – JACKIE DIX (POLICY & RESEARCH MANAGER, CCBC)

- 10.1 Ms Jackie Dix introduced this agenda item, and explained that these were proposed draft Terms of Reference for the consideration of the Committee, which are now required under the review of the local authority governance arrangements. The Terms of Reference are based around the workings of the Compact Agreement. Any comments on the Terms of Reference will need to be submitted to Ms Dix by the 13th December 2013.
- 10.2 Voluntary Sector Representatives commented that there should not be a limit of just two questions, which they could ask of Compact Partners. It was agreed to remove this restriction.
- 10.3 Concern was also expressed regarding the requirement for a meeting to be quorate. Ms Dix replied that the quorate requirement of a quarter was aimed at the whole membership of the Committee, and not at the representation of Compact Partners.

11. ITEMS OF INTEREST FROM COMPACT PARTNERS

- 11(a) The Digest of Committee Reports from Caerphilly County Borough Council was noted with no comments made.
- 11(b) Aneurin Bevan University Health Board - a verbal up date was given by Ms Sam Crane, Head of Partnerships and Networks Blaenau Gwent and Caerphilly.

1. Rhymney Integrated Health and Social Care Centre

The construction phase of Rhymney Integrated Health & Social Care Centre is almost complete and tenants are poised to move in over the next few weeks. The Centre will host health services from the Aneurin Bevan University Health Board and social care services provided by Caerphilly County Borough Council.

Services will include two GP surgeries; a dental practice; an optician; 12 in-patient beds in the Redwood Suite; 'Oaklands,' - the Council's Day Opportunities Centre; and a community pharmacy. Outpatient clinics will also be relocated to the Centre saving travel time for patients.

The Centre will also provide a base for; District Nurses; School Nurses; Health Visitors; a Community Mental Health Team; the Older People's Assessment team; and the Children's Services team. This innovative

approach will bring these teams together for the first time allowing a truly integrated approach to Health and Social Care.

2. **Neighbourhood Care Network (NCN) Strategy**

Work is on going with the development and implementation processes for the NCN's in Caerphilly County Borough and across the rest of Gwent. The NCN Strategy sets out the vision and priority areas for the future of primary and community services for the Local Authority areas of Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen. Specific Targets for Primary Care and Community Services have been identified as priority objectives to be co-ordinated through the NCN's and have also been reflected as such as priorities within the Healthier Caerphilly theme in the Caerphilly County Borough wide Single Integrated Plan.

3. **Stroke Services Re-design**

To achieve the step changes in quality of stroke care, including the Tier 1 priority for demonstrable reductions in the mortality rate for stroke, the Aneurin Bevan University Health Board recognised the need to re-design stroke services to focus the skills, expertise and resources provided across 7 different sites, which currently include 2 'hyper-acute' emergency admission sites. The current configuration of services does not lend itself to consistent, timely and effective care e.g. direct admission to an acute stroke unit, services seven days a week, timely rehabilitation and supported discharge. Concentrating acute and rehabilitation services into fewer units will enable more specialised treatment and rehabilitation to be delivered more effectively.

11(c) Caerphilly Business Forum - a verbal update was given by Ms Natalie Whyatt from the Caerphilly Business Forum. Ms Whyatt reported that the Business Forum continues to have an active membership. Members are implementing the Passport to Employment programme, not only by giving work experience, but also sitting on the committees of the scheme. The CBF are actively working with schools and colleges within the county borough, in both mentoring and providing mock interviews. The Forum chair, Mr T. Sheehan, actively works outside Caerphilly County Borough, in RCT, Merthyr and the greater Gwent area. Indeed the CBF has recently been approached by Mr. Chris Evans MP, who requested their assistance in the Torfaen area. The CBF representative participates at all of the Standing conferences, and at the Voluntary Sector Awards evening. The CBF recently held their awards night at Llancaiach Fawr on the 22/11/13. It was attended by 250 guests and the host was Derek Brockway. The awards were very successful with 10 categories, in total.

11(d) Caerphilly Community & Town Councils – the report was noted with no comments made.

11(e) Gwent Police – a verbal update was given by Ins. Gareth Lintern. Community Safety continues to be a priority with the Police. The Caerphilly Local Policing Unit currently holds the UK record for the number of household signed up to the OWL (Online Watch Link)

One of the best ways to deter criminals and encourage communities to look out for one another is to start, or join a local Neighbourhood Watch scheme.

To join a local scheme, simply visit <http://www.owl.co.uk/gwent/> and enter your postcode.

11(f) South Wales Fire & Rescue Service – the report was noted with no comments made.

12. TO RECEIVE AND NOTE THE FOLLOWING INFORMATION REPORTS

Safer Caerphilly Delivery Group

12(a) Commissioning Update

12(b) Communications Update

12(c) Community Planning Quarterly Briefing - October to December 2013.

13. 'ONE BEAT' FEEDBACK – MIKE BRIDGMAN (ASSISTANT DIRECTOR GAVO)

13.1 Mr Bridgman said that for the first time ever, he had received a letter of complaint about the 'One Beat' event. The letter was from a person attending the event. Mr Bridgman read out the letter to the Committee. Mr Bridgman will be meeting with the Leader Cllr. Andrews in drafting a reply to the letter.

13.2 Mr Bridgman reminded the Committee that the Big Lottery consultation ends on the 6th January 2014.

13.3 Mr Bridgman and the Chair wished everyone a Merry Christmas & Happy New Year for 2014.

13.4 Voluntary Sector Representatives were reminded that their next meeting was on the 12th February 2014, in the Rhymney Room at Penallta House, to start at 2.00 p.m.

14. Dates of the Voluntary Sector Sub Committee meetings for 2014, all at 10.30 a.m., in the Rhymney Room, Penallta House:-

19th March 2014;

18th June 2014;

17th September 2014;

3rd December 2014.

The meeting ended at 12.35 p.m.