

Caerphilly Local Service Board



Notes of Meeting

Held at 9.30 a.m. on
Wednesday, 7th May, 2014
Sirhowy Room, Ty Penallta

Present:-

Cllr Harry Andrews (Chair)	Chair of Caerphilly LSB and Leader of Caerphilly County Borough Council
Stuart Rosser	Interim Chief Executive, Caerphilly County Borough Council
Andrew Goodall	Chief Executive, Aneurin Bevan University Health Board
Julian Knight	Chief Superintendent, Gwent Police
Emily Forbes	Assistant Chief Executive, Gwent Association of Voluntary Organisations
James Owen	Deputy Director (Expert Services and People), Welsh Government

In attendance:-

Pauline Elliot	Head of Regeneration & Planning, CCBC and "Prosperous" Lead Officer
Antony Bolter	Group Manager, Regeneration, CCBC and "Prosperous" Delivery Group
Jonathan Pinkney	Regional "Vulnerability Intelligence" Project Co-ordinator, Blaenau-Gwent County Borough Council
Howard Rees	Programme Manager, Caerphilly County Borough Council
Alison Palmer	Community Planning Coordinator, CCBC/GAVO (notes)

Apologies:-

Jeff Farrar	Chief Constable, Gwent Police
Martin Featherstone	Chief Executive, Gwent Association of Voluntary Organisations

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1.	Welcome: Cllr HA welcomed everyone to the meeting, with particular mention of EF (representing MF), who was attending for the first time.	
2.	Previous Minutes and Matters Arising: Notes of the meeting held on the 12 th February 2014 were noted and approved as an accurate record. Membership of LSB (page1): SR noted the discussion regarding LSB membership in relation to the Gwent Police & Crime Commissioner (PCC) and South Wales Fire & Rescue Service representatives and reported on his conversation with Shelley Bosson, (Chief Executive of the Office of the PCC) who had expressed disappointment at the decision not to increase the	

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	<p>membership of the LSB as the PCC was represented on all the other LSBs across Gwent. SR reflected (and all agreed) that views previously expressed were still valid and there would be an opportunity to review the membership in the future when membership might need to change to reflect changing priorities.</p> <p>Information sharing (page 2): It was noted that Joanne Jones had made a presentation to the G7 group on 30th April 2014, which had been well received.</p> <p>CCBC Policy & Resources Scrutiny Committee (page 5): HR confirmed that he had attended the Committee on 15th April 2014 and presented a report which provided an overview of “Caerphilly Delivers” – the LSB’s Single Integrated Plan, its delivery structure and performance framework. Reporting on progress and delivery of the Plan is detailed in the Committee’s Forward Work Programme.</p>	
3	<p><u>Update on “Caerphilly Delivers” – the LSB Single Integrated Plan:</u> HR advised that at the last meeting the Safer Caerphilly Outcome scorecard (developed using the Ffynnon performance management system) had been presented to the LSB. This format had been well received & it had been agreed that all Outcomes use the same process for reporting. It was also agreed that one Outcome theme would report in detail at each LSB meeting and exception reporting from the other Outcomes would be on a quarterly basis.</p>	
3a	<p><u>Prosperous Caerphilly Outcome Scorecard:</u> PE and AB were welcomed to the meeting to present the “Prosperous Caerphilly” Outcome theme scorecard, detailing progress. Copies of the presentation were circulated.</p> <p>PE gave an overview of the “Prosperous Caerphilly” Outcome and supporting priorities, explaining that it covered social, economic and physical regeneration and the report presented the work of a wide range of people including third sector and business partners.</p> <p>PE highlighted a number of successes including:-</p> <ul style="list-style-type: none"> • Reduction in the number of people receiving Job Seekers Allowance • The development of the Wales Housing Quality Standard (WHQS) work • Support for residents on welfare reform • Regeneration of Bargoed • Grants to local businesses • Passport programme (a Caerphilly LSB ESF project) • £1m Welsh Government “Vibrant & Viable Places” funding for Rhydney Town Centre. <p>Moving on to challenges PE highlighted:</p> <ul style="list-style-type: none"> • High unemployment • Identifying schemes for the new round of EU funding and the issues caused for town centre development by the delay in its roll out • General recession and the implications of budget cuts in the public sector. <p>PE then reported on the forward programme to complete Bargoed Town</p>	

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	<p>Centre, looking at priorities and projects for the EU funds, continuation of the WHQS improvement programme and the importance of talking to partners about further joint work.</p> <p>AG thanked PE for the presentation, commenting positively on the clarity of the revised Outcome scorecard format.</p> <p>AG asked LSB members to consider whether the LSB could do anything different or additional to support the work outlined by PE in order to make a significant difference. He gave procurement as an example, suggesting that partners should follow the local authority lead in local procurement/local sourcing, which delivered community/social benefits. He felt that there was more the ABUHB/NHS could do.</p> <p>PE informed that housing colleagues had done considerable work around local procurement as a result of WHQS. AB noted the recruitment and training clauses for contracts within WHQS and suggested that this was an area that could maximise local outcomes.</p> <p>AG advised that procurement presented opportunities/issues which could be addressed by the LSB. SR agreed and commented on the complexities of procurement. LSB members agreed that procurement lead officers from partner organisations should be invited to attend a future LSB meeting to discuss opportunities to strengthen local community/social benefits their respective procurement processes could potentially deliver. JO noted that the national procurement service was hosted by WG and suggested it would be useful to invite Sue Moffatt to attend the discussion.</p> <p>AG also commented that as a large employer he felt that the Health Sector should support the Passport programme to deliver more apprenticeships. HR noted that the Passport programme is a WG ESF funded project, sponsored by the LSB. He highlighted that WG ESF funding would conclude in December, 2014 and that the Passport programme was considered as an exemplar nationally. It was agreed that the LSB should receive a presentation from the Passport programme team at the next meeting.</p> <p>LSB members thanked PE and AB for their presentation and update.</p> <p>SR also noted the new reporting format where the LSB would be taking a light touch overall, with specific presentations enabling members to have a better understanding of the issues. This would provide an opportunity for LSB members to ask Outcome theme Lead Officers to consider what more the LSB (as a group of public service leaders and Chief Officers) could do to make a real difference to better support them in delivery.</p>	<p>HR</p> <p>HR</p>
3b	<p><u>Outcome Exception/Highlight Reports:</u></p> <p>HR introduced the Exception/Highlight reports from each of the Outcome theme Lead Officers noting that they should provide a much clearer picture of what was working and what was not, and relevant issues/decisions that the LSB needed to be aware of.</p> <p><u>Safer Caerphilly report:</u></p>	

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	<p>It was noted that the theme had been discussed in depth at the previous meeting and that the Safer Caerphilly Delivery Group is fulfilling the statutory community safety function under the Crime and Disorder Act, 1998 (as amended). It was noted that the strategic assessment had been finalised.</p> <p>JK noted that he chaired the Gwent Substance Misuse Area Planning Board, which was in the final stages of agreeing a memorandum of understanding on the accountability framework. The APB is currently designing the tender for substance misuse services for the region from April 2015. It was noted that one of the challenges of working regionally was the differing structures of partners and bringing together financial processes into a single contract.</p> <p>JK agreed to provide an update report on the Gwent APB process for consideration at the next LSB meeting.</p> <p>HR reported that through consensus it had been agreed to move the H4 objective on substance misuse from the Healthier theme to Safer, facilitating clearer reporting at a practitioner level.</p> <p>The issues around S4 and domestic abuse were noted. EF highlighted the challenges discussed at a recent meeting of the Gwent Adult Safeguarding Board, one of which was the collection and sharing of data, with the overall impression that there was not a comprehensive picture. She asked if this might be a role for the LSB.</p> <p>HR noted that there was substantial data being collected but the issue was whether it was the right information and what we did with it, and whether it provided partners with the evidence to identify vulnerable people, noting the Gwent Vulnerability Intelligence project. Other examples of domestic abuse work were highlighted including the Gwent Pathfinder project launched by the previous Chief Constable and now supported by the CEO of Torfaen; 10,000 Safer Lives initiative, and the daily conference call process. JK acknowledged that there were still lessons to be learnt around data sharing. There were examples of good practice that needed to be learnt from to stop data protection being used as a reason not to share. AG made the point that the Information Commissioner had not prosecuted any individual or authority for “illegally” sharing information provided it was shared for the right reasons.</p> <p>The Safer Caerphilly report was accepted.</p> <p><u>Learning Caerphilly report:</u> No issues were raised through the Learning theme report and the report was noted.</p> <p><u>Healthier Caerphilly report:</u> The report highlighted the H1 objective to “reduce the number of low birth weight babies” and noted that it was also a WG target. It was noted that this was a long-term objective and reassuringly the trend showed a positive impact. Through analysis of the data geographical locations for targeted health improvement interventions had been identified. The report was noted.</p> <p><u>Greener Caerphilly report:</u></p>	<p>JK</p>

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	<p>Noting that the LSB had also included both Safer and Greener, together with Prosperous, Learning and Healthier, as key outcomes to identify improvements to quality of life, there were no issues raised in the report. The report on salmon spawning in local rivers for the first time in many years was a positive example and sign of improvements to the local environment, which also contributed and supported the Healthier outcomes. The report was accepted.</p> <p>AG made a general comment noting the work in progress but asking whether there was anything the LSB could be doing as a group. He noted for example the improvements in attendance highlighted in the Learning report, putting Caerphilly at 19th out of 22 authorities, suggesting that there was a need for greater ambition and greater expectation.</p> <p>SR concurred, he felt the reporting format was working well but in order to understand the work questioned whether there was a need to bring people in and have discussions on setting more ambitious targets for improvement. He suggested the need to look at where improvement was taking place in comparative settings and identify good practice from other areas. SR suggested that the question be referred back to the thematic groups to ask for their comments. One of the dangers for the LSB he felt was to only look at what was brought in front of them and not look at the wider work e.g. the NEETS focus in Swansea.</p> <p>HR noted that the Learning Caerphilly Lead Officer was scheduled to attend and report at the LSB meeting in November, where comprehensive plans behind the exception report would be presented.</p>	
3c.	<p><u>Annual Review Report:</u> HR reported that he was in the process of drafting the report required by WG in accordance with the guidance. It was recognised that this was a transition period and he was using the opportunity to discuss future direction and rationale for any changes with Lead Officers. It was noted that the report would be presented in draft to the LSB for approval before going to scrutiny.</p>	HR
3d.	<p><u>Project Evaluation Report:</u> HR referred members to the previously circulated evaluation report relating to his post, which is a WG ESF funded project. He explained that a requirement of ESF funding was for the project to be evaluated. Hence the evaluation report produced by a local social enterprise who had been commissioned to evaluate the project.</p> <p>In noting the report it was acknowledged that there was a delay in the commencement of the project due to recruitment issues and that the LSB initiative to rationalise the partnership landscape had been overtaken by the WG requirements to produce a Single Integrated Plan within a 'demanding' timescale. Despite this, it was acknowledged that this change project had successfully delivered the Single Plan and had implemented it.</p> <p>In noting that such a change process was inevitably difficult for some, as evidenced by biased commentary in the report, reflecting other agendas, SR expressed concern that there was a danger of becoming too concerned with process and not outcome, with the whole single planning process becoming over regulated. He felt that there was a need to step back and consider the</p>	

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	<p>role of the LSB as the report highlighted some lack of understanding of the role and purpose of the LSB from partners and colleagues. He acknowledged that there had been some excellent work done but a perhaps a breakdown in understanding what the LSB was trying to achieve. He suggested that the LSB should look wider to see what was happening elsewhere, learn lessons from other LSBs, and suggested that members might need a focussed session to consider some challenging questions about the role and purpose of the LSB.</p> <p>AG and JK advised that they also attended other LSBs in the region and they could confirm that others were going through similar processes. They felt it was important to build on the positive aspects of Caerphilly LSB, but suggested that there was some work to be done on communications.</p> <p>AG commented that when comparing Single Plans across the region, the Caerphilly LSB Single Plan was of a very high standard; clear, concise and easily understood. It was noted that with political change likely over the next three years AG felt a pragmatic approach should be taken to any move to change.</p> <p>SR noted the inference in the report that people felt disengaged with the process and suggested that the lack of the Standing Conference between June, 2012 and July, 2013 (due to local difficulties) may have had an impact. He noted that the people canvassed for views did not reach community/stakeholder level, only those involved in the development of the plan. Hopefully the widening of the Standing Conference membership would encourage more positive involvement. He was concerned that the role of the LSB to add value and tackle barriers was in conflict with recent WG moves to channel everything through LSBs. It will be interesting to see the intended changes to the role/purpose of LSBs brought about by legislation in the Future Generations Bill.</p> <p>HR noted that the process of change to develop the Single Plan had resulted in the rationalisation of meetings and structures, moving from the inclusive information exchange style to the more focussed activity of delivery against priorities. The resultant changes have led to fewer people attending fewer meetings possibly losing the connections to the wider audience.</p> <p>AG noted that having seen the reorganisation of the LSB over the past few years he felt that the LSB was tackling the bigger issues but the forthcoming Standing Conference was an opportunity to encourage the community feel, to ensure that the Caerphilly reputation for partnership working was reinforced and not lost.</p>	
4.	<p><u>Update on LSB ESF project – “Vulnerability Intelligence:</u> HR introduced JP (Project Coordinator for the above project), who employed by Blaenau Gwent CBC. JP circulated handouts and gave a presentation on the progress of the project to date. He gave some background information, explaining that the project was LSB driven and included Blaenau Gwent, Caerphilly and Torfaen local authorities, ABUHB, and Gwent Police and was funded through £500k of ESF funding. The aim was to significantly improve sharing of data across agencies to improve the services provided to support the most vulnerable people and make better use of public money as a result. The project was looking to map the data available, to look at who collects it and</p>	

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	<p>what use can be made of it to build up a picture of those with most needs. Due to start-up difficulties emanating from WG ESF processes, there had been a delay to the project which would now run with shortened timescales. A change request had been submitted to the WG LSB ESF team for the coordinator post to be extended to March 2015 as a result. JP highlighted key milestones of the project noting the gaps that had already been identified in information sharing protocols and the links to the WASPI project to improve people's understanding of when and what they can share. It was noted that a project Evaluation Steering Group was being established and that collaboration agreements would be circulated shortly.</p> <p>AG noted that it was important that information governance was led by practitioners who need the information and not by people whose focus was information governance. He was surprised to learn from the presentation that no specific indicators had emerged strongly. HR explained that the problem had been that there were too many and a process had been undertaken to filter them down to a smaller number. They had now agreed on nine indicators but would need to prove the concept as there were still some misgivings within the health field on sharing information.</p> <p>EF asked for clarification on whether the system would be a database and it was explained that there were complex issues around compatibility, governance and security which is why it would be a repository which would only be accessed by those working on the data at the present time. EF also asked how voluntary sector services for vulnerable people could access/support the information. HR explained that the information on vulnerable individuals/families would initially be shared at practitioner case conference level but the "vision" was to be able to share the information more widely and frequently, to draw on a wider range of services including third sector services.</p> <p>HR noted that concern over the undue delays of 9-12 months in accessing the funding had been fed back to the WG LSB ESF team. JO acknowledged that processes needed to be tighter in future and offered assistance where able.</p> <p>JP was thanked for attending and for his presentation.</p>	
5.	<p><u>Voluntary Sector Update:</u></p> <p>EF gave an update on GAVO and wider voluntary sector activity on behalf of Martin Featherstone. She noted that the appointment of the senior management team in GAVO was now complete which would support the delivery of core services. A copy of the recently completed business plan had been previously circulated. It set out to define key strategic aims and to identify what a good service would look like on a thematic basis to support GAVO engagement with statutory partners and the third sector. She noted that increasingly delivery plans from WG were becoming more target driven. The key focus would be to line-up staff locally to reflect the priorities of the SIP and work with local partners on the key themes.</p> <p>EF highlighted the forthcoming Annual Volunteering Awards which was supported by LSB partners. The awards ceremony would take place in Ty Penallta in July.</p> <p>EF reported that the Compact Annual Report had been compiled in</p>	

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	collaboration with the CCBC Policy Unit and it would be launched at the Voluntary Sector Liaison Committee in June. It would include more case studies from compact partners to demonstrate the impact of partnership.	
6.	<p><u>Forward Work Programme:</u> The forward work programme was noted. AG requested that thematic Lead Officer and Delivery Groups be encouraged to present issues for the LSB agenda as a way of ensuring a more dynamic approach.</p>	HR
7.	<p><u>Standing Conference – Friday, 13th June, 2014:</u> The forthcoming Standing Conference was noted and agreed it was an opportunity to engage widely with partners and other stakeholders. Whilst the programme was to be confirmed the LSB endorsed the idea that it should focus on the LSB priority of “Tackling Poverty”. This would also reflect the increasing focus from WG on tackling poverty and it would be an opportunity to engage with partners and community members to find out how poverty impacts on them. It was also an opportunity to generate enthusiasm and engagement from partners to support work on this important WG and LSB priority. EF advised that she would mention this at a forthcoming voluntary sector representatives meeting which would be an opportunity to gauge views.</p> <p>AG suggested that the Standing Conference should focus on the work being undertaken and to highlight joint/partnership work. JO noted the cross-cutting nature of the poverty agenda and the priority given to it by WG, highlighting the role of the Deputy Minister for Poverty, Vaughan Gethin. It was suggested that he could be approached as keynote speaker for the Standing Conference. It was agreed that JO would investigate the availability of the Deputy Minister and SR/HR would meet to confirm the programme for the day.</p>	SR/HR /JO
8.	<p><u>Information Items:</u> The items circulated for information were noted.</p> <p>AG suggested that a presentation on “10,000 Safer Lives” be given at a future LSB meeting to build on the previous presentation given as it would be interesting to have feedback on the impact in the Caerphilly county borough area, such as how many calls had been received, how many families supported and the impact/difference that had been made rather than anonymous target figures.</p> <p>Members agreed that the Leads/Delivery group should be asked again for any items to be brought forward and to expect questions back on reports received.</p>	HR
9.	<p><u>Any Other Business:</u> JO gave a brief update on the progress of the Williams Commission acknowledging the two processes taking place; a WG process and the political process across local government in Wales. He reported that WG was preparing a response which would include the impact of other Bills, which would be published before the Summer recess. Piers Bisson was leading a small team to put the report together. He noted that responses were being received from government departments and there was a plan to bring forward legislation within the next two years. It was noted that whilst the public focus had been on local government reorganisation, there was much more to the Williams report and it was important not to lose that including the focus on public engagement. AG warned that there was a danger of everyone waiting</p>	

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	<p>for direction when there was work that needed to be done in the meantime.</p> <p>AG then placed on record his appreciation of the chairmanship of Cllr Harry Andrews who would be stepping down as Leader of the Council and as Chair of the LSB at the Council AGM. He thanked him for his guidance and informal contact and offered his good wishes. SR also acknowledged the role of Cllr Andrews and his influence on the way the authority had engaged with the community and his style of leadership.</p> <p>The meeting was closed by Cllr Andrews with his thanks for the good wishes and thanks to members for their attendance.</p>	
10.	<p><u>Date of Next Meeting:</u> At 9:30am on Wednesday, 20th August, 2014 in Core Room 1.3, CCBC Officers, Ty Penallta.</p>	