

Caerphilly Local Service Board



Bwrdd Iechyd
Aneurin Bevan
Health Board



Llywodraeth Cymru
Welsh Government

Notes of Meeting

Held at 2pm on

Wednesday, 10th October 2012

Chief Executive's Office, CCBC Offices, Ty Penallta

Present:-

Cllr Harry Andrews (Chair)	Chair of Caerphilly LSB and Leader of Caerphilly County Borough Council
Anthony O'Sullivan	Chief Executive, Caerphilly County Borough Council
Dr Andrew Goodall	Chief Executive, Aneurin Bevan Health Board
Michael Hearty	Director General - Strategic Planning, Finance & Performance Welsh Government
Carmel Napier	Chief Constable, Gwent Police
Michael Bridgman	Assistant Director, Gwent Association of Voluntary Organisations

In attendance:-

Sam Crane	Aneurin Bevan Health Board
Nigel Barnett	Deputy Chief Executive, Caerphilly County Borough Council
Paul Symes	Chief Superintendent, Gwent Police
Brandon Williams	Superintendent, Gwent Police
Howard Rees	Programme Manager, CCBC
Alison Palmer	Community Planning Officer, CCBC/GAVO (Notes)

Point	Matter	Action
1.	<p>Welcome</p> <p>Cllr Andrews welcomed everyone to what he hoped would be a very inspirational meeting. Superintendent Brandon Williams was welcomed to the meeting in his new role as Police Commander for the County Borough of Caerphilly.</p>	
2.	<p>Previous Minutes and Matters Arising</p> <p>Notes of meeting of 23rd July, 2012 were approved as an accurate record.</p> <p>PS noted that the Domestic Abuse Project to provide a pan-Gwent service was progressing and the next steps between January and April would be to develop the partnership approach. CN reported that there would be radical changes across Gwent in the way police would be working which would also require partners to change their approach. She noted that Gwent Police would be putting £1.4m additional funding into the services to develop a 'hub' building on the current daily conference calls. There would need to be strong links with social services</p>	

Point	Matter	Action
	<p>departments and others to ensure there was a rapid response from all partners and it will require multi agency funding to run it in future as a seven day a week service if it is to make an impact on the problem. CN noted that she had met with the Minister, Carl Sargeant and hoped to launch the project at the same time as he launched the domestic abuse bill in November. CN stated that she would meet with the respective Directors of Social Services to discuss and agree developments in due course. AG acknowledged this was a complex process and any restructuring needed to be considered alongside other challenges such as the merger of Caerphilly and Blaenau Gwent Social Services departments. There were opportunities for integration of services and the developing neighbourhood care networks were identified as part of the process. It was agreed that it was not just about emergency responses but also needed to include prevention and ongoing intervention. MH noted that it was important not to lose the community voice in the development process and there was a need to ensure that service users were involved in the process of developing the service.</p> <p>All LSB members supported the development of the service, MH offering to ensure there was a link to Welsh Government officials June Milligan and Reg Kilpatrick. It was agreed that Anne Sheehan would continue to be the Caerphilly link to the project. Agreed that progress reports would be circulated for LSB members only at this point.</p> <p>MB reported that the assessment of the BIG Lottery Community Voice applications had taken place in September. The outcome of the bid would be known in December.</p>	PS/HR
3.	<p>Update from Public Services Leadership Group – Effective Services for Vulnerable Groups Work-stream (deferred from previous meeting)</p> <p>AG reported that he was leading on this project on behalf of the Public Services Leadership Group. He explained that the work started two years previously with Jane Hutt, looking at different ways to collaborate in public services. The first summit had focussed on three areas:</p> <ul style="list-style-type: none"> • Family • Independent Living • Support for young people not in education, employment or training (NEETS) <p>It set out to look at ways of working, to produce guidance, identify and reflect on good practice, illustrated with case studies to promote more innovative practice. The project looks at three areas of work at a time and the current programme was looking at:</p> <ul style="list-style-type: none"> • Missing children across Gwent • Domestic abuse • Citizen directed support – looking into the third sector environment <p>The project was also looking at a leaner approach - cost savings and invest to save. The project had issued its first reports and templates for self assessment, and</p>	

Point	Matter	Action
	<p>wanted services to make the most of them. They were looking for examples; the Gwent Police domestic abuse project would meet the criteria.</p> <p>AG appreciated the opportunity to raise the work with the LSB to provide an opportunity for the LSB to reflect on where it stands and Caerphilly's position in relation to the priorities. AG noted his very open discussions with CEOs across Wales to see if process is working down through their structures. AG agreed to circulate examples noting that some of the good work in Caerphilly had already been captured.</p>	AG
4.	<p>Aneurin Bevan Health Board “New Ways of Working” Presentation by Sam Crane, Head of Partnerships and Networks, ABHB</p> <p>Sam Crane was welcomed to the meeting and thanked members for the opportunity. She began by explaining that ABHB were going through an “internal realignment”, but that it fitted with the way they wanted to work in partnership. Using a powerpoint presentation, she explained that ABHB would maintain a locality focus, with the Single Integrated Plan as an important driver. It would be based on clinical leadership with local delivery teams based on the three Neighbourhood Care Networks covering:</p> <ul style="list-style-type: none"> • Ystrad Mynach, Nelson and the north of the borough • Caerphilly Basin • Islwyn <p>These were coterminous with the social services structure. The membership was being reviewed at present to widen the networks to enable them to deliver the Single Integrated Plan and improve care to communities. SC agreed to forward the presentation to HR for circulation to members.</p>	SC/HR
5.	<p>Caerphilly LSB European Social Fund Project: The “Caerphilly Passport” Programme Nigel Barnett, Deputy Chief Executive, CCBC</p> <p>NB reported on the successful application for ESF funding for the Caerphilly Passport programme, noting its recent approval, except for an IT element which was still being looked at. He circulated a diagram illustrating the project and explained that it would allow for coordinated work across all partners to develop a structure to enable 16-25 year olds to have opportunities for employment in our organisations. This would be the first project in Wales to offer opportunities for this age group to get on the employment ladder and gain experience of the workplace. The Caerphilly Business Forum had highlighted the issue of young people not having the right skills and this project would target young people to develop the right skills.</p> <p>NB explained that the project would run until December 2014 and a coordinating group had been established lead by NB. Two other bids had been submitted to support the project for training support for new employees and with Job Centre Plus to bolster work with Communities First and the voluntary sector. The results of the bids were expected in a fortnight.</p>	

Point	Matter	Action
	<p>Youth unemployment was a critical issue in Caerphilly county borough. The targets for the life of the programme were:</p> <p style="padding-left: 40px;">450 work experience placements filled 100 apprenticeships 120 people employed as a result of the programme and a reduction in the number of JCP claimants overall.</p> <p>Critical to the programme in Caerphilly would be the work on the Welsh Housing Quality Standards where there could be opportunities for targeted training and recruitment; with apprenticeships and local jobs featuring as a requirement of contracts.</p> <p>NB would be leading the project board which would include representatives of LSB partners. It would also link with the Business Forum, the new Communities First programme. Construction Skills Wales were interested in joining and there would need to be strong links with Job Centre Plus which would need to be developed.</p> <p>There were immediate job opportunities as the Project Board would be seeking secondments to manage and run the scheme; 4 posts at grade 9, 2 posts at grade 2 and apprenticeship opportunities and NB asked the LSB to consider a nomination for the appointments committee. He noted that there would be opportunities for 3 more secondments if other bids were successful, to work with the CF areas and the voluntary sector.</p> <p>LSB members discussed the project and MB congratulated NB on his successful bid. AG noted that there could be opportunities for care apprenticeships locally and members noted the input of Gwent Police via Inspector Chris O’Driscoll. MH raised the issue of those with basic skills needs and the issue of sustaining jobs for those who had gone through the scheme. NB highlighted the successes in the last year where CCBC had engaged 200 new people from all sectors including those with no qualifications through to graduates. It was also explained that the scheme would provide experience that many job applicants did not have and they would all be able to apply for vacancies in the partner organisations.</p> <p>HA also highlighted the council’s decision to pay a living wage and all external contracts would be required to do the same.</p>	
5.	Update on LSB Work Programme:	
a.	<p>Single Integrated Plan</p> <p>HR drew members’ attention to the circulated report and Gantt chart on the progress of developing the Single Integrated Plan. He reported that the Unified Needs Assessment had been drafted and further work scheduled to look at data gaps and evidence analysis. Stakeholder workshops would take place at the end of the month to explore the evidence base and use a Results Based Accountability approach to identify outcomes.</p> <p>He noted that WG guidance required the SIP to have a strong element of public engagement and service user feedback and input into the future design and delivery of services. HR noted that the LSB had previously signed off an LSB Engagement Strategy and he asked members to endorse the proposal to revise the</p>	HR

Point	Matter	Action
	<p>current Strategy to produce a slimmed down version which reflected the national principles for citizen engagement and focus it on the delivery of the Single Plan.</p> <p>HA referred to the timescales proposed and HR confirmed that by the next LSB meeting he would expect to have a draft engagement strategy and action plan for approval.</p> <p>HR referred to the discussions regarding a Single Integrated Plan Unit. He explained that until the priorities had been identified it was not possible to provide a definitive structure. He noted that staff were currently situated in different directorates and referred members to the paper recommending they should be brought together in a single unit as a centre of excellence with omni-competence.</p> <p>HR was seeking support to work with the Chairs Group to pull this together which could include “hot desking” for partners such as ABHB and Gwent Police. PS noted that he had asked BW to look at partnership working with a purpose to deliver on the outcomes identified. AG agreed that the process needed to be streamlined and focussed.</p> <p>Members agreed that it was an appropriate time to review the engagement proposals and asked if people in the community had already been identified. HR noted that there were existing mechanisms such as viewpoint panel, PACT process, youth forum and other forums and networks that would be utilised and social media such as Facebook and Twitter. HR noted that there was also activity to look at engagement good practice on a pan-Gwent basis.</p> <p>The progress report was noted and agreed that the LSB would sign off the action plan in due course.</p> <p>AOS reflected on that morning’s conference and the offer of support for the LSB work from Dr Ruth Hussey, the Chief Medical Officer. He thought that there could be an opportunity to use her as a “critical friend”. It was agreed that HR would write to her.</p>	<p>HR</p> <p>HR</p> <p>HR</p>
b.	<p>“To Reduce the Harm Caused by Alcohol”:</p> <p>Report circulated for information was noted and the Action Plan approved.</p>	
c.	<p>“Tackling the Impact of Poverty” – Impact of the Welfare Reform Act:</p> <p>A presentation on the Welfare Reform Act had been given at the previous meeting. HR reported that the Project Board was working to mitigate the impact on citizens. The Board was chaired by NB and it was noted that Caerphilly was only one of two authorities in Wales applying for a pilot project.</p> <p>It was agreed that whatever measures were put in place would need to have long term resilience and AG noted that a similar action plan framework as the alcohol working group would be useful.</p>	
6.	<p>Update on Community Safety Funding</p> <p>An information report from Rob Hartshorn had been previously circulated which highlighted current sources of funding and the potential impact of</p>	

Point	Matter	Action
	<p>changes from 1st April 2013 on the work of the Community Safety Partnership with the election of the Police and Crime Commissioner and the implementation of the Gwent Substance Misuse Area Planning Board. Concern was expressed that the process was leaving CCBC with the liability for key services and staff and little information. MB noted that he had been asked to lead on Gwent wide work with the voluntary sector, with WCVA, on the new commissioner posts and would be running an event on 17th November.</p>	
7.	<p>Caerphilly LSB quarterly update to Welsh Government</p> <p>HR had previously circulated the report and asked members to confirm the updates, for submission to WG. He noted that the joint ESF bid “Vulnerability Intelligence model” would be going before the WG Advisory Board on 23rd October. He also updated members on the Merthyr bid on cultural change which the LSB had not approved.</p> <p>AOS noted the reference to the social services integration between Caerphilly and Blaenau Gwent which was a large project for Welsh local government with 3,00 staff involved. It involved integration of management structures and required buy in from staff and members from both authorities. He noted that there was representation from the WLGA, Police and Health on the Management Board. It could result in significant savings.</p>	
8.	<p>Standing Conference</p> <p>AOS reported that the next LSB Standing Conference would take place in January 2013 and the agenda would feature the Passport Project, Welfare Reform and WHQS. It was suggested that Michael Hearty could be invited to speak to provide a WG perspective. Further details would be circulated in due course.</p>	
9.	<p>Date of Next Meeting:</p> <p>The next meeting would take place on 16th January 2013 in the Gateway Building. There being no further business the meeting was closed at 5.00 p.m.</p>	