



Notes of Meeting

Held at 12:30pm on

Wednesday, 17th April 2013

Meeting Room 2, Gateway Centre, Tredomen.

Present:-

Cllr Harry Andrews (Chair)	Chair of Caerphilly LSB and Leader of Caerphilly County Borough Council
Nigel Barnett	Acting Chief Executive, Caerphilly County Borough Council
Dr Andrew Goodall	Chief Executive , Aneurin Bevan Health Board
Carmel Napier	Chief Constable, Gwent Police
Julian Knight	Chief Superintendent, Gwent Police
Mike Bridgman	Acting Director, Gwent Association of Voluntary Organisations

In attendance:-

Dan Perkins	Head of Legal & Democratic Services, CCBC
Howard Rees	Programme Manager, CCBC
Alison Palmer	Community Planning Coordinator CCBC/GAVO (notes)

Point	Matter	Action
1.	<p><u>Welcome:</u> Cllr Andrews welcomed everyone to the meeting and welcomed Nigel Barnett as Acting Chief Executive for CCBC.</p> <p>Apologies for absence from Michael Hearty, Welsh Government was noted.</p>	
2.	<p><u>Previous Minutes and Matters Arising:</u> Notes of the meeting held on the 16th January 2013 were approved as an accurate record.</p> <p>CN updated members on the interview she gave on domestic abuse reported in the Western Mail. The report claimed that public services were putting people at risk, noting that public services needed to work together more as currently “blue light” and third sector organisations were picking up the out of hours demand without the ability to provide the right support. CN advised that Alison Ward (Chief Executive of Torfaen County Borough Council) was leading on a Gwent wide project looking at multi-agency resources to provide appropriate domestic abuse services 24/7. AG noted that this focussed on the need to consider 7 day contracts for staff and this could be a standard for other services.</p> <p>HR reported that the WG had approved the joint LSB ESF “Vulnerability Intelligence” project between Caerphilly, Torfaen and Blaenau-Gwent LSBs, and will provide £550K of funding for this cross partnership work.</p>	

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	<p>HR noted that Chief Inspector Joanne Bull, Gwent Police had attended one meeting of the LSB Engagement strategy group.</p> <p>HR explained that the scheduled Standing Conference had been “snowed off” and would need to be rescheduled. Traditionally there were two per year bringing together the wider community planning partners. <i>(Note: next Standing Conference will take place on Friday, 5th July, 2013.)</i></p> <p>MB reported on the successful launch on 8th April, 2013, of the 2013-2017 Compact Agreement and noted that a WG review of compacts would be published shortly, in which the Caerphilly Compact will be quoted as an example of good practice. A number of LSB partners were involved in other areas and he hoped that they would help to promote strong partnership agreements, possibly even a Gwent wide version. NB agreed to take the item to the Gwent Chief Executives group. HR noted that the Caerphilly Compact had also been held up as an exemplar at a recent all Wales LSB support team event.</p>	NB
<p>3.</p> <p>3a.</p>	<p><u>Update on LSB Work Programme:</u></p> <p><u>“Caerphilly Delivers – Single Integrated Plan” (SIP):</u></p> <p>HR had circulated a brief report supporting his presentation on the development of “Caerphilly Delivers”- the Single Integrated Plan. HR gave an overview of the WG requirements for the development of the SIP and the process of developing the Unified Needs Assessment to identify the outcomes and priorities for the Plan. He noted that some of the priorities capitalised on existing work such as Communities First and Families First.</p> <p>The public consultation on the draft “Caerphilly Delivers” document had concluded on 22nd March with over 80 responses from organisations and individuals. HR noted that much of the feedback related to practical/tactical issues that would need to be considered in the development of the underlying action plans rather than the Plan itself.</p> <p>The individual partnerships had been tasked with looking at the existing structures, strategies, plans and initiatives to consider whether they were fit for purpose and to map the links across the outcome themes. This provided an opportunity to rethink the way priorities could be delivered and rationalise partnership processes.</p> <p>He explained that the development of a delivery mechanism and performance framework were the next priority. A draft delivery structure was presented for consideration and HR explained that each theme would be led by a key manager from across the partner organisations, including Brandon Williams, Gwent Police (Safer), Sam Crane, ABHB (Healthier) and Sue Maberley, Natural Resources Wales (Greener) and Senior CCBC officers Pauline Elliot (Prosperous) and Keri Cole (Learning). These individuals would come together as a Local Delivery Group to ensure integration across all outcome themes. Each would be tasked with developing an action plan to address the priorities and the development of an RBA score card which would allow the LSB to have a performance framework to monitor progress. He also noted the WG guidance had underlined the importance of accountability and scrutiny of the work of partners to the SIP.</p> <p>A SIP Delivery Unit was still under discussion by the Chairs Group but it could</p>	

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	<p>provide opportunities to identify and share specific skills. HR highlighted the need to increase analytical capabilities to produce a more robust “Unified Needs Assessment” in future and noted this would need to be addressed by LSB partners, as the SIP process develops.</p> <p>HR outlined the next steps following the presentation of “Caerphilly Delivers” at this LSB meeting and to full Council on 23rd April. It would also need the LSB members to take it back to their respective organisations for approval. An equalities impact assessment had been undertaken and the document would now be translated and pictures added to produce a “glossy” final document. It was intended that the final version would be largely web based requiring fewer printed copies and it was suggested that the final version be launched at the Standing Conference.</p> <p>NB acknowledged the significant amount of work that had been undertaken to produce the SIP in the given timescales. He felt that the work had produced a strategic document that could be read and used to deliver on priority issues but identified the significant challenges placed on the Council and its partners to change the way services are delivered. This would need organisational change which would take some time and it was important not to lose momentum whilst this was done.</p> <p>He acknowledged the lack of analytical capacity identified during the development of the UNA. CN offered the possibility of secondment from Gwent Police and it was agreed that NB/CN/HR would have further discussions to look at possibilities.</p> <p>AG acknowledged the amount of good work that had been undertaken to produce a readable document and the need to move on to what delivery might look like.</p> <p>CN congratulated the team behind its production emphasising that this must now become core business for all LSB partners. CN agreed with the suggestion it be circulated electronically and suggested that joint ownership should be promoted by “champions” from the CCBC Cabinet, etc.</p> <p>It was acknowledged that the LSB would need to look at integrating the work of Gwent-wide groups such as Gwent Safeguarding Children Board, Gwent Substance Misuse Area Planning Board, etc., to ensure that there was no overlap. It was noted that the Gwent Safeguarding Children Board had already been built into the SIP structure. The scrutiny of Gwent-wide groups was discussed and acknowledged it would be an issue as some have no scrutiny arrangements in place yet. CN commented on previous discussions regarding the membership, governance and allocation of funding related to the Gwent Substance Misuse Area Planning Board, as an example. AG noted that changes were already being made but representation and accountability would need to be looked at as the commissioning relationship changed.</p> <p>HR reported on the work of the Gwent Needs Assessment Group and the Data Unit LSB Insight project to identify additional datasets on a regional and national basis.</p>	<p>CN NB HR</p>

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3b	<p><u>Response to WG proposals to make LSBs statutory:</u></p> <p>HR explained that the consultation on the WG single plan guidance in 2012 (entitled “Shared Purpose – Shared Delivery”) had resulted in a strong feeling that LSBs should not be put on a statutory footing. Recently the Local Government Minister, Carl Sergeant AM, had sent a letter inviting further consultation and views of LSBs and partner organisations on the role and the function of LSBs, especially in relation to proposals for the delivery, performance framework and accountability for the Single Integrated Plan, to be considered in the forthcoming Sustainability Bill. It included the proposal to “rename” the Single Integrated Plan into the “Wellbeing Plan” and included proposals on timescales for conducting the “Unified Needs Assessment” in the year before local elections, with a rewrite of the SIP by the April following the local elections. HR had circulated a report giving further details, including information on responses from WLGA, Gwent Police, ABHB and asked if the LSB wanted to add any comments, noting the short timescale for responses. MB reported that Wales Council for Voluntary Action had submitted a response on behalf of the third sector reflecting the issue that WG could not legislate for the third sector which could lead to CVCs becoming second class participants in some areas. He noted that GAVO sat as an equal partner in Caerphilly and wanted to keep that position.</p> <p>The issue was discussed and it was suggested that there was a danger of causing confusion if the SIPs had a change of title at such an early stage in their development. AG noted the amount of time spent on collaborative working across Gwent and suggested that good partnerships did not require a statutory duty to make them work well, it was better to legislate for failure. It was agreed that there was a good partnership in Caerphilly and that these could be costly changes with no added value to the process and the focus should be on delivery.</p> <p>It was agreed that NB and HR would put together a response which would be circulated to members before submission on Friday. <i>(Note: Response circulated and forwarded to WG on 22nd April, 2013)</i></p>	NB/HR
3c	<p><u>Tackling the Impact of Poverty:</u></p> <p>HR noted that the intention was for “Caerphilly Delivers” - the Single Integrated Plan to take a holistic approach to dealing with the causes of poverty. A report on the progress of the Caerphilly CBC Welfare Reform Programme had been previously circulated for information.</p> <p>NB gave an overview of progress explaining the multi-agency approach being taken, emphasising how proactive Caerphilly was being to tackle issues arising as a result of the Welfare Reform Act, with a six month review of progress being built into the Cabinet work programme. He highlighted the survey of tenants which showed a preference to stay in their own homes and face the financial consequences and the impacts already being seen on rents and benefits. There was likely to be an increasing issue of homelessness as a result of the changes and pilot projects were already seeing rising debt. All agreed that there needed to be a partnership approach to tackling the issues and finding solutions which would require the involvement of staff from all areas of public service to find solutions.</p>	

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	<p>NB noted that there was a limited amount of one-bedroomed housing stock and discussions with Welsh Government, regarding the development of land for housing already in the ownership of the local authority were ongoing. He also reported on the work on digital inclusion and investigations with BT for the provision of WiFi to community centres/community assets to enable them to offer more local support services. He also noted that housing associations were already affected and in difficult times the rent would not be seen as a priority by people struggling with budgets. CCBC were already working with the Caerphilly CAB and it was agreed that the third sector would have a key role in supporting actions.</p>	
<p>3d</p>	<p><u>Reducing the Harm caused by Alcohol:</u></p> <p>An update report on the LSB Alcohol Harm Reduction Action Plan had been circulated for information. HR reported that comments from Dr Ruth Hussey, (Chief Medical Officer for Wales) acting as critical friend, had been provided to officers working on the plan. It was agreed that a full presentation on progress would be deferred to the next meeting. AG suggested that other measurements needed to be considered and compared, not just those directly related to alcohol, but those such as teenage pregnancy. Evidence of change from other campaigns should also be considered to identify effective practice, such as the targeted campaigns on tooth decay in young children, school performance improvements resulting from breakfast clubs and the issues of cost versus delivery versus effectiveness.</p> <p>HA noted the focus of the poverty work on the Upper Rhymney Valley, and suggested that a school in the area could become a pilot for an exercise by all partners to look at children’s health and nutrition, and school attainment alongside the development of the Resource Centre for the North.</p>	
<p>4.</p>	<p><u>Voluntary Sector: Update on “Big Lottery” application success.</u></p> <p>MB gave a verbal report on the progress of the Big Lottery Community Voice Programme. He explained that this had been a two year competitive process across Wales for county voluntary councils to host a portfolio of citizen engagement projects looking at the development of relationships between citizens and service providers. GAVO, as it covered four counties had been allowed to submit two bids, and had been successful in both. The bid for the Caerphilly / Blaenau Gwent area amounted to just under £1.5m for four years for nine projects. It included a small amount for a support officer based with GAVO. The projects included organisations such as Stroke Association, Sight Support, Hafal, WRVS, Menter Iaith, People First and Mind. There were a number of projects that were common to the Newport / Monmouthshire portfolio giving them a Gwent-wide footprint. In answer to a question about sustainability, MB explained that the projects would be looking to develop engagement mechanisms that fitted with the engagement strategies of the single integrated plans and with the priorities in each of the LSB areas. This should provide opportunities for them to be bedded into engagement processes that would be expected as part of those processes. MB was thanked for the information.</p>	

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5.	<p><u>Caerphilly Armed Forces Community Covenant:</u></p> <p>HR reported progress on the development of the Armed Forces Community Covenant in Caerphilly. It would be reported to full Council on 23rd April. There was an opportunity for LSB members to become signatories. AG reported that ABHB was already a signatory in other areas and would be happy to sign. MB happy to sign on behalf of GAVO. HA noted the pleasing progress on the Covenant explaining that Councillor Alan Higgs will be nominated on 23rd to be appointed as the Armed Forces “champion” for the Council. HR explained that Caerphilly’s link would be with the 203 Field Hospital (Wales) based in Gabalfa, Cardiff. The signing ceremony would probably be arranged for the Caerphilly Armed Forces Day celebrations in June, before their deployment to Afghanistan in September, 2013. It was agreed that HR would circulate the date when confirmed. <i>(Note: Confirmed that the Armed Forces Community Covenant will be signed at the Caerphilly Armed Forces Day celebrations on Friday, 28th June, 2013. LSB members informed.)</i></p>	HR
6.	<p><u>Any Other Business:</u></p> <p>HR reported that he had submitted the quarterly LSB progress report to WG and circulated it to members for information. He explained that it provided update information on the ESF funded projects including his post, the WASPI information sharing project and the Caerphilly Passport scheme. HR confirmed that it had also been sent to Michael Hearty.</p> <p>NB reported that the national household survey would be coming up soon.</p> <p>NB noted that there now needed to be a focus on governance arrangements and Cabinet members needed to be linked to the SIP Outcome/Priority groups to increase awareness of the priorities. He suggested that there needed to be a forward work programme developed for the LSB alongside the SIP action plans, which would also be required for scrutiny and audit purposes. He suggested it could be drafted for consideration at the next LSB meeting in July.</p>	HR
7.	<p><u>Date of Next Meeting:</u></p> <p>HA closed the meeting with his thanks to everyone for their attendance. The next meeting would take place on Monday 22nd July, 2013 at 3.00 p.m. in Meeting Room 2, Gateway Building, Tredomen.</p>	