

Caerphilly Local Service Board



Bwrdd Iechyd
Aneurin Bevan
Health Board



Heddlu
Gwent
Police



Llywodraeth Cymru
Welsh Government

AGENDA ITEM NO. 9(5)

Notes of Meeting

Held at 10.00 a.m. on
Wednesday, 12th February 2014
Core Meeting Room 2.1, 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
Judith Paget	Chief Operating Officer/Deputy Chief Executive, Aneurin Bevan University Health Board
Jeff Farrar	Chief Constable, Gwent Police
Martin Featherstone	Chief Executive, Gwent Association of Voluntary Organisations
James Owen	Deputy Director - Expert Services and People

In attendance:-

Howard Rees	Programme Manager, CCBC
Alison Palmer	Community Planning Coordinator CCBC/GAVO (notes)

Apologies:-

Dr Andrew Goodall	Chief Executive, Aneurin Bevan University Health Board
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Point	Matter	Action
1.	<p>Welcome: Cllr Andrews welcomed everyone to the meeting, with particular mention of the new membership; Jeff Farrar, Chief Constable of Gwent Police, James Owen, replacing Michael Hearty as the representative of Welsh Government, Martin Featherstone, Chief Executive of GAVO, replacing Mike Bridgman as the representative of the CVC and voluntary sector. He also welcomed Judith Paget, who was representing Dr Andrew Goodall. JP had previously been a member of the LSB.</p>	
2.	<p>Previous Minutes and Matters Arising: Notes of the meeting held on the 16th October 2013 were approved as an accurate record.</p> <p>SR noted the previous discussions regarding membership of the LSB and his subsequent meeting with the PCC in November, 2013. He noted that forthcoming legislation (Future Generations Bill) would have implications for the role and structure of the LSB and felt that it was not the time to revise the membership. It was agreed that membership should be reviewed at a suitable point in the future.</p>	

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	<p>HR confirmed that a response to the Welsh Government consultation on “Designated Persons” (relating to scrutiny of LSB) had been submitted on behalf of the LSB, reflecting the discussions at the previous meeting. The action was noted.</p> <p>HR reported that the links between the LSB ESF “Vulnerability Intelligence” Project and the Gwent Needs Assessment Group had been made. The action was noted.</p>	
3.	<p><u>Commission on Public Service Governance and Delivery (Williams Commission):</u></p> <p>SR explained that the Williams Commission report was an issue for LSBs with its focus on local government restructure. It was a massive piece of work and the WG response was awaited. There would then be much debate across Wales. JF commented that 90% of the report was not about structure and that would unfortunately be lost in the debate about local government reorganisation. SR noted that this area always had good partnership working arrangements and felt Caerphilly LSB was a good model but the possibility of merged LSBs across the proposed three counties would bring a different structure and feel, with the danger of losing the good practice through amalgamation or refocusing. MF reported that Blaenau Gwent LSB was looking to hold a half day meeting to explore the implications in-depth, JO explained that it would take some time for WG to formulate a full response. HR noted that the recommendations from Williams would also have to be reconciled with the proposed provisions of the WG Future Generations Bill and it was agreed that further discussion would be needed at an appropriate time in the future.</p>	
4.	<p><u>Improving Information Sharing – Update on LSB ESF project “Personal Information Sharing”:</u></p> <p>HR advised that the LSB had received a discussion paper and request from the Public Service Leadership Group (PSLG), asking for an update on “Improving Information Sharing” activity being undertaken by the LSB.</p> <p>HR gave a brief overview of the above LSB ESF project before introducing Joanne Jones, Project Manager & Corporate Information Governance Manager (CCBC) and Richard Howells, Information Governance Manager (ABUHB) who gave an update on the work of the project and detailing progress to date. An update report had been previously circulated. JJ highlighted the WASPI protocols that had already been completed for Team around the Family, Missing Children and Multi Agency Partnership Services, the protocols under development and the ongoing discussions on possible future ISPs. Development of the framework for training for all partners was continuing and it was hoped that the E- learning platform would be launched in the Summer. JJ noted that the contract for evaluating the project was currently out for tender.</p> <p>RH reminded LSB members that the project would finish in December 2014 and consideration would need to be given at LSB level as to how the work would continue at the end of the project and how the LSB would wish to promote and monitor the WASPI ISP programme in the future.</p>	

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	<p>JF asked how involved other local authority partners had been with the project and suggested that there was a need to evidence the benefits of the work in practical terms to convince people of the benefit of the application of the project, using case studies of the impact of information sharing on the services provided to citizens.</p> <p>It was suggested that the project could be presented at a meeting of the G7 which included health, police and the other Gwent authorities and that an approach should be made to Will McClean to agenda it for a future meeting. <i>(NOTE: Will McClean contacted and awaiting confirmation for future G7 agenda)</i></p> <p>MF noted that one of the challenges was embedding it not only at a corporate level but also at a partnership level in places such as the regional safeguarding children board. JJ responded that much of the work had been done on a Gwent wide basis, highlighting the marketing pack being developed which would be available for use from the summer, along with the evaluation evidence. It would be important to market the approach to staff within all partner organisations to explain how it works and MF agreed that the wider voluntary sector approach would also need to be discussed.</p> <p>HR gave a brief update on the LSB ESF “Vulnerability Intelligence” project between Caerphilly, Blaenau Gwent and Torfaen LSB’s which was looking at ways of identifying citizens who had the potential to become vulnerable and support early intervention, highlighting the importance of ISP s and the links with the IS project. The project was looking to develop a predictive tool which would “mine” shared information to provide the data, using WASPI.</p> <p>HR reminded members that the national WG WASPI team were only funded to March 2015 and their expertise needed to be used while they were still there.</p> <p>The PSLG discussion paper on improved information sharing was noted and it was agreed that RH would provide the response from ABUHB but that comments from GAVO, Gwent Police and South Wales Fire and Rescue would also be needed in order to provide a holistic response.</p> <p>RH and JJ were thanked for their presentation.</p> <p><i>(NOTE: LSB response to WG and PSLG sent on 17th February, 2014)</i></p>	<p>HR</p> <p>HR</p>
<p>5.</p> <p>5a.</p>	<p><u>Update on LSB Work Programme:</u></p> <p><u>Delivery of “Caerphilly Delivers” – the Single Integrated Plan</u></p> <p>HR updated LSB members on the development of the delivery structure for “Caerphilly Delivers” explaining that since the last update, the Safer Caerphilly theme would now be led by Superintendent Marc Budden and Greener Caerphilly would be led by Katy Stevenson, Chief Executive of Groundwork Caerphilly following the retirement of Sue Maberley from CCW. An inaugural Leads/Delivery group meeting had taken place and meetings had been set for both the Leads and Delivery Groups for the remainder of 2014.</p> <p>At the last LSB meeting where the delivery framework had been presented, there had been some concern about capacity issues and over complication. A scorecard had now been developed using current indicators and the Ffynnon</p>	

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	performance management system used within the local authority and the Safer Caerphilly theme was piloting its use, utilising local authority and partner's information e.g. police and health.	
5b.	<p><u>Safer Caerphilly Outcome scorecard:</u> Kath Peters, Community Safety Manager (CCBC) attended and gave a presentation on the development of the Safer Caerphilly scorecard using RBA methodology. Copies of the scorecard were circulated to LSB members. KP explained the background of the statutory Community Safety Partnership and its transition from a “complex” delivery structure to the Safer Caerphilly theme within the SIP encompassing the statutory role but within a ‘simplified’ but broader framework. Chaired by the Gwent Police Superintendent for the area the partnership includes statutory members and others and the remit has been extended to include safety in the home, domestic abuse and safeguarding. KP used one area of work to give a detailed breakdown of the process to select KPIs and develop the planning process, annual review and reporting mechanisms. KP noted that some activities would finish during the period. She also highlighted the issue that some actions required are not demonstrable by performance indicators. KP explained the scrutiny process where the Safer Caerphilly scorecard would be presented to the CCBC Policy and Resources Scrutiny Committee (sitting as the Crime and Disorder Scrutiny Committee), as part of the scrutiny cycle and to the LSB on an exception basis.</p> <p>JF commended the work that had been undertaken to develop the performance monitoring and reporting process. However he commented that as the national ACPO lead on Crime Statistics he was concerned that target setting raised issues which potentially skewed behaviour and service to victims, giving an artificial picture. He explained that neither he nor the Gwent PCC set targets. This is reflected nationally, as few PCC's and other services such as the Probation Service were setting targets. JF reinforced that monitoring of crime trends would continue in order to target interventions that continue to reduce crime. HR noted that these concerns mirrored the discussion at the recent local Leads/Delivery group meeting and that no doubt these concerns would be reflected in updated Safer Caerphilly scorecard/delivery plan.</p> <p>JF noted that the partners were signed up to a clear sense of shared purpose and a performance structure and it was agreed that although accountability was at the heart of the WG process there needed to be recognition that LSB members were all individual organisations with their own governance arrangements. For instance SR noted that the Council Improvement Plan would have set targets in percentage terms. It was felt that the focus of the SIP should be on collaboration between partners not on collective governance. It was felt that whilst target setting for performance management was a key issue for local authorities, it may need to be revisited in relation to the police and other partners and JF offered to write to Anthony Barrett at the Wales Audit Office in relation to this issue.</p> <p>The links to the Gwent Police Strategic Commissioning Board and the funding cycle were considered and it was explained that whilst much of the complication had been stripped away the new commissioning framework was still awaited.</p> <p>LSB members acknowledged the good work done by KP and her team to produce a template which should be used by the other themes to produce a more consistent approach. KP was thanked for her presentation.</p>	JF

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	<p>HR reported that the other Outcome themes were developing their scorecards, based on the Safer “pilot” to contain the information that both the LSB and Scrutiny would require.</p> <p>HR advised that the inaugural scrutiny of the SIP by the CCBC Policy and Resources Scrutiny Committee would take place on 15th April, 2014. He would circulate a draft report to be presented to the Scrutiny Committee to LSB members. Following this initial briefing to the Scrutiny Committee, detail on the reporting and information requirements of the Committee would become apparent.</p> <p>LSB members noted the requirement to review the SIP and produce an annual report, following WG guidance.</p>	<p>HR</p> <p>HR</p>
5c.	<p><u>LSB Forward Work Programme:</u></p> <p>A draft forward work programme had been previously circulated. SR noted that agenda items were welcome from partners and asked members to contact HR.</p> <p>It was noted that at the next meeting on 7th May there would be updates/highlight reports on the delivery and performance of the SIP Outcomes and it was suggested there should be a presentation on the work of the Poverty Task Group or on one of the regional collaboration projects such as Community Cohesion.</p> <p>HR reported that the next Standing Conference was scheduled for 13th June 2014. It was also agreed that the Standing Conference theme would be confirmed at the next LSB meeting, but that in principle it could be used to look at any practical issue where stakeholders should be involved and could for example, consider a single SIP theme or work-stream.</p> <p>HR asked LSB members to consider a request from the CCBC Forward Planning team to use the event to consult with standing conference partners on the CCBC Local Development Plan. Following discussion it was agreed that the LDP consultation could take place with standing conference partners but at a separate event and that the invitation should make that clear.</p>	
5d.	<p><u>Tackling the Impact of Poverty:</u></p> <p>i Update on the CCBC Welfare Reform Act Implementation Project</p> <p>ii Update on Poverty Task Group</p> <p>The previously circulated information reports on both the above items were noted.</p>	
6.	<p><u>Voluntary Sector:</u></p> <p>Martin Featherstone, Chief Executive Officer of GAVO since June 2013 gave a presentation to LSB members on changes to GAVO and some of the strategic challenges for the third sector. He gave an overview of the restructuring taking place within GAVO which aimed to position the organisation to face future challenges. Work had taken place to refresh the mission statement and purpose and the GAVO Executive Board were looking to ensure that the best use was made of resources.</p> <p>He explained the process of developing a new senior management team which was replacing the four previous geographically placed Assistant Director posts,</p>	

Point	Matter	Action
	<p>which had been made redundant, with two Assistant Chief Executive Officers; one for Projects and Programmes and one for Third Sector Support. The process had been completed this week and the next phase would concentrate further down the structure. He hoped that this would enable GAVO to line up with a more thematic approach to delivery and provide more support for its regional footprint covering four counties (Blaenau Gwent, Caerphilly, Monmouthshire and Newport) whilst not losing sight of the need to work locally within each county with the SIP process, local compacts and local delivery. Local area committees would be maintained and a closer working relationship was being developed with Torfaen Voluntary Alliance. He identified a number of areas of development work including membership support, compacts and the possible development of a leadership network for the third sector.</p> <p>SR noted that he and MF had met the previous week to discuss the developments and the impact on Caerphilly, the council and the LSB. He thanked MF for the update and noted the long relationship with GAVO and the voluntary sector as a sounding board and as service providers and acknowledged the need to consider the strategic relationship with GAVO and third sector organisations in the future.</p>	
7.	<p><u>Armed Forces Community Covenant:</u></p> <p>A report on the activity to date had been previously circulated. HR gave a brief update explaining that the Caerphilly Armed Forces Forum (CAFF) had been established chaired by HR as CCBC Lead Officer, supported by Councillor Alan Higgs as CCBC Armed Forces Champion. The CAFF also had input into the Gwent Armed Forces Forum coordinated by ABUHB. It was noted that whilst the county borough did not have a recognised armed forces centre, there were a large number of veterans and service families residing within the borough. The 203 Welsh Field Hospital had been designated by the MOD as the county's military unit, 95% of whom were reservists, working in the health service locally and nationally. The report listed the activities, projects and initiatives that had been undertaken to support veterans and their families under the Community Covenant and HR highlighted the forthcoming St. David's Day Parade and medal ceremony for the 203 to be held in Risca on 1st March and the planned presence at the Big Cheese in the Summer. Members noted the achievements to date,</p> <p>JP noted the "Heroes Welcome Scheme" in particular, supported by local traders and the business forum and agreed that in updating the Minister it would be highlighted as an excellent example of a partnership response.</p>	
8.	<p><u>LSB Update Report:</u></p> <p>The LSB update report to WG (October to December, 2013) had been previously circulated. Noting that this was a quarterly report submitted on behalf of the LSB, the report was approved.</p>	
9.	<p><u>Any Other Business:</u></p> <p>ESF funded Programme Manager Post: SR reminded members that the Programme Manager post currently held by HR was due to finish in the Summer, with HR currently seconded from Community Safety. He noted that the LSB would need to consider the future support for the</p>	

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	<p>LSB and the SIP process. SR agreed to write to members following the meeting and would agenda the item for discussion at the next meeting.</p> <p>The further information items a) Letter from the Older People's Commissioner for Wales and b) Welsh Language Commissioner's Standards investigation were noted.</p> <p>JF gave a brief update on the NATO summit scheduled to take place at the Celtic Manor in September and it was agreed that there would be a briefing on likely local impacts to the Council in due course.</p>	<p>SR</p>
<p>10.</p>	<p><u>Date of Next Meeting:</u> The next meeting would take place commencing at 9:30am on Wednesday, 7th May, 2014 in the Sirhowy Room, CCBC Offices, Ty Penallta.</p> <p>HA closed the meeting with his thanks to everyone for their attendance.</p>	