



## VOLUNTARY SECTOR LIAISON COMMITTEE

### MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN ON WEDNESDAY 17TH JUNE 2015 AT 10.30 A.M.

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PRESENT:

Mr. R. Cooke – Chair

Councillors:

Ms. L. Ackerman, Mrs. E. M. Aldworth, P. J. Bevan, D. G. Carter, Mrs. P. Cook, R. W. Gough, C. Hawker, K. James, G. Johnston, A. Lewis, R. Woodyatt

Together with:

Abbeyfield	-	Mr. P. Jones
Bargoed YMCA	-	Ms. J. Price
Caerphilly 50+ Forum	-	Mr. D. Morgan
Caerphilly Groundwork Trust	-	Mr. B. Dando
Caerphilly MIND	-	Ms. J. Lawton
Caerphilly Parents & Carers Forum	-	Mrs. B. Helps
Caerphilly People First	-	Mr. C. Luke
Cancercaeline	-	Mr. A. Read
Disability Can Do Organisation	-	Mrs. H. Williams
GAVO – Assistant Chief Executive	-	Mrs. E. Forbes
SYDIC	-	Mr. M. Bridgman
The Parent Network	-	Ms. M. Jones
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), S. Crane (ABUHB), H. Llewellyn (Town & Community Council Representative), Kelsey Pitt (CCBC – Youth Worker), Ethan Davies (Youth Forum Representative)

#### 1. APOLOGIES

Apologies for absence were received from Cllrs. J. Bevan, Mrs. P Griffiths, J. A. Pritchard, D.W.R. Preece.

Also from, Mr. L. Clay (Abertridwr Community Church), Ms. P. Jones (Caerphilly Care & Repair), Mrs. C. Williams (CRUSE Bereavement Care), Mr. M. Featherstone (GAVO Chief Executive) Mr. G. Mitchell (Graig-Y-Rhacca Communities Partnership), Ms. M. Snowden (Homestart Caerphilly Borough), Mrs. J. Morgan (New CLURV), Mr. K. Viney (The Settlement), Mr. D. Brunton (VOLUME), Sgt. A. O'Keefe (Gwent Police), Mrs. M. Chapman (Office of the Police & Crime Commissioner for Gwent), Mrs. D. Crossman (South Wales Fire & Rescue Service), Mrs. D. Lovering (Caerphilly Business Forum Representative), Alison Palmer (CCBC/GAVO)

## **2. APPOINTMENT OF A CHAIR AND VICE-CHAIR FOR THE ENSUING YEAR**

Nominations for the Chair of this Committee were requested from those present. Cllr. D. Carter was proposed and seconded. There were no other nominations.

Nominations for the Vice-Chair of this Committee were also requested from those present. Mr. R. Cooke was proposed and seconded. There were no other nominations.

Cllr. D. Carter then assumed the Chair for the meeting.

## **3. DECLARATIONS OF INTEREST**

None declared.

## **4. MINUTES**

Jackie Dix (Policy & Research Manager, CCBC) reminded the Committee that under the Compact Agreement, Compact Partners are required to provide written reports in advance to the Policy Unit, to go out with the committee papers. For this meeting there were only three reports from Compact Partners. It was noted that only brief reports are required on items of interest for the Voluntary Sector from the Compact Partner organisation.

The accuracy of the minutes of 18<sup>th</sup> March 2015 was agreed.

## **5. LAUNCH OF THE COMPACT ACTION PLAN ANNUAL REPORT 2014-15, AND THE GRANT SCHEMES BOOKLET 2015-16 – CLLR KEITH REYNOLDS, LEADER OF THE COUNCIL**

The Leader said that he was delighted to be involved in the long-standing, vibrant and successful collaboration that has developed between all partners within the Compact since it was established back in 1999. The Compact is more than just a strategic document, it reflects the essence of what we are all trying to achieve. It is highly appropriate that the Action Plan is entitled 'DELIVERING TOGETHER', because it is clear that we are all working hard together for the benefit of everyone across our local communities.

The aspirations outlined in the Compact are delivered through the annual Action Plan. This key document provides a detailed programme of work involving all partners and it is encouraging to see that so much has been achieved over the past 12 months.

It is vitally important that we continually review and evaluate our work to ensure we are on track. That is why this Action Plan is such a key document which allows us to track progress and take any corrective measures if needed.

I would also like to take this opportunity to announce the launch of our new Grant Schemes booklet for 2015/16. This useful little publication provides a wealth of information on the grants available to support community groups, individuals and business across the county borough. I'm sure that it will be put to good use and help to help draw down funding for many positive schemes and projects in the future.

I now look forward to the year ahead and I'm sure that we will see many more excellent examples of successful partnership working at its finest thanks to our innovative Compact Agreement.

The Chair thanked the Leader for his speech which highlighted the good work of the Voluntary Sector Liaison Committee and the Compact Partners.

At this point Cyril Luke (Caerphilly People First) said that he would like to state that he was pleased with the good way Caerphilly County Borough Council has engaged and worked with the voluntary sector. He said that he had major concerns about the outcome of local government reorganisation plans which have just been made public, and would not like to see voluntary sector and council co-operation diminished in the Caerphilly county borough area.

Peter Jones (Abbeyfield) said that he would be in favour of adding local government reorganisation to future agendas as a standing item. This was put to the Committee, and was agreed.

The Chair asked for the Leader and Chris Burns (Interim Chief Executive, CCBC) to attend the September committee meeting to discuss local government reorganisation.

## **6. INTRODUCING THE CAERPHILLY YOUTH FORUM AND WORK AROUND DOMESTIC ABUSE – CAERPHILLY YOUTH FORUM REPRESENTATIVE**

Ethan Davies, the Youth Forum's Media Officer, gave a PowerPoint presentation to the Committee on their work around prevention of domestic abuse. Domestic abuse is the Forum's priority issue this year under the Health, Social Care & Well-Being theme. It was discovered by the Youth Forum that there are not enough services for the different age groups affected when it comes to domestic abuse.

Various members of the Forum made a pledge at the White Ribbon event. They have also designed a White Festival wrist band which promotes respectful relationships. On one side of the wrist band the logo states:- 'No Excuse For Abuse' and on the other side states:- 'Live Fear Free 0808 80 10 800'.

On a visit to Abernant Lake Hotel the project group worked on the priority issue, and came up with ideas for the publicity leaflets, films / animation, and the launch. They worked on the White Ribbon Campaign alongside Llamau, Wales's leading homelessness charity, which provides a wide range of services, in relation to domestic abuse, and is the largest provider of refuge accommodation in Wales. The Forum also supported Safer Caerphilly and entered the 'Tweet your feet,' campaign, to raise awareness of Domestic Abuse.

The Youth Forum has created a poster focusing on Healthy / Unhealthy Relationships. The Forum are holding a launch event which will run from 20<sup>th</sup> – 27<sup>th</sup> November, to ensure the message is widely broadcast. The Youth Forum intends to distribute the resources which they have created to various schools, colleges, youth clubs, libraries etc., throughout the county borough. The intention is to train young people around the county borough in: Freedom from Violence, Agored Cymru Level 1.

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The Youth Forum has an attendance of about 80 – 100 when it meets on a weekly basis. The project group consists of about 20 people. Every November the Forum select a new annual priority.

The Chair asked the Committee if they had any questions for Ethan. The Committee asked when would the wrist bands be available? The reply was that they will be available on the day of the launch 20<sup>th</sup> November.

The Chair asked if the Youth Forum could attend the December committee to update on how the White Festival wrist band launch went, and on the wider White Ribbon Campaign. Other committee members also asked if the Youth Forum could be regularly represented on this Committee, which was agreed for Jackie Dix to follow through with Clare Jones (Youth Forum Co-ordinator, CCBC).

A comment was made from a committee member thanking the Youth Forum for their successful work in the past, in public parks on the issues of park safety, no smoking in parks, the issues related to dogs.

The Committee felt it would be useful for GAVO or CCBC members on the committee to meet with the Youth Forum to discuss work areas, and the Chair noted he would like to meet with the Youth Forum. Jackie Dix to action.

The Chair thanked Ethan for his informative presentation, and this was followed by applause of appreciation from the committee.

## **7. COMPACT PRESENTATION AND QUESTIONS & ANSWERS: UPDATE ON NEIGHBOURHOOD CARE NETWORKS (NCN'S) – SAM CRANE, ANEURIN BEVAN UNIVERSITY HEALTH BOARD**

Sam Crane delivered this PowerPoint presentation. There are three NCNs in Caerphilly: North, East and South, led by GPs and collaborating with partners on:

- Understanding local health needs and priorities;
- Developing NCN Action Plans linked to elements of individual GP Practice Development Plans;
- Working with partners to improve the co-ordination of care and integration of health and social care;
- Working with local communities and networks to reduce health inequalities.

There are common themes in most NCN Action Plans concerning improving communication with hospitals and transfer of care into Primary and Community Care, and to improve mental health services for adults and young people. There are also Public Health priorities for example; smoking cessation support, and to increase uptake of immunisations.

Future priorities include understanding the needs of the population served by the NCN and ensure the sustainability of GP Services. Other areas to concentrate upon are ensuring access arrangements meet the reasonable needs of local patients and to ensure that patient's needs are met through prudent care pathways, facilitating rapid, accurate, diagnosis and management and minimising waste and harm.

The NCN's will provide high quality, consistent care for patients who have urgent care needs and will support continuous development of services to improve patient experience, and will co-ordinate care. They will target the prevention and early detection of cancers, and improve the delivery of end of life care.

There is a commitment to NCN's with £6 million of Welsh Government funding for NCN's in Wales.

There are direct NCN Links with Local Service Boards and in the Single Integrated Plans.

The function and structure of the Healthy Theme and the refreshing of the Health Plan's priorities needs will be examined. This is especially so as the Plan needs to be refreshed as it is now 3 years old. There will be a need to concentrate on a few key priorities to ensure that they are achieved. This will ensure that actions will need to have clear outcome measures. Public Health Wales have reviewed Health related SIP Performance Indicators and have advised some changes.

At the conclusion of the presentation the Chair asked if there were any questions on NCN's.

One query was, when will the NCN on line directory be available? Sam replied that this work was being led by Susanne Maddax, who is the GAVO Health & Social Care Facilitator. The directory will cover a wide range of services across the third sector, and is progressing.

Another question was asked regarding the problem of recruitment of GP's. Sam answered by saying that this was a UK wide national problem and not just confined to South Wales.

A new initiative, locates a pharmacy within some practice surgeries. This reduces the workload on GP's when they provide prescriptions for patients. In the larger practices in Caerphilly county borough there are Practice Nurses with social work backgrounds, to identify and address some social care issues presented by patients.

It was pointed out that a particular notice, had been spotted on display in the surgery of at least one practice in the area which indicated 'One Appointment One Illness,' at which many patients took offence. They felt that this inhibited a thorough and accurate diagnosis from the G.P. Sam said that she would check on this and provide feedback.

The Committee agreed for Sam Crane to provide an update report on the operational framework of NCN's at the December meeting.

The Chair thanked Sam for her in depth presentation.

**8. VOLUNTARY SECTOR REPRESENTATIVES QUESTION ON HOW THE VOLUNTARY SECTOR CAN GO ABOUT OFFERING THIRD SECTOR SOLUTIONS TO SUPPORT SERVICE DELIVERY WITH THE NEW LEISURE STRATEGY, AND TO ASSIST COMMUNITY CENTRES IN KEEPING COMMUNITY SERVICES RUNNING. COMMITTEE DISCUSSION ON WRITTEN ANSWERS SUBMITTED**

The Voluntary Sector Representatives on the committee felt that one comment in the officer's reply on community centres implied that the voluntary sector did not have the professional skills to manage community centres. Jackie Dix explained that the comment was not intended to be critical and that more third sector volunteers are needed to join the management committees of community centres, and that the contact details of the officer are provided for further discussion.

Councillors felt that maybe the Voluntary Sector Representatives had misinterpreted the officer's response. They pointed out that the officer was working to uphold statutory and professional duties, and requirements, so that appropriate standards could be maintained and that community centres could deliver a safe service to the public.

Jackie Dix further added that it was a difficult question for officers to answer as the Council is not currently going down the line of contracting out the management of community centres and leisure facilities. Mike Bridgman (SYDIC) suggested that the Voluntary Sector Representatives may wish to discuss a revised question on this subject.

**9. STANDING ITEM: BUDGETS**

Jackie Dix explained that the Council will be running a seminar for Councillors on budget setting, and to discuss possible savings options in July. The Chancellor of the Exchequer will also be giving his Budget to Parliament on 8 July, which will determine the amount given to the Welsh Government, which will affect the annual determination of funding to **local** government in Wales. Over the autumn, future savings options in setting the Council's budget will become more apparent, and these will be brought to the attention of this committee.

Some Voluntary Sector Representatives suggested that potential savings could be made by a reduction in back office staff within the local government re-organisation plans. The Chair

said that when re-organisation does take place, following the experience of the last re-organisation, more back office staff will be needed in the transition phase for at least three or four years afterwards.

It was agreed that the re-organisation plans, recently released by the Welsh Government, were going to take a long time to enact, and that until then it would be unrealistic to discuss what savings could be made on a local basis.

Cllr Gough requested that Chris Burns (Interim Chief Executive, CCBC) be invited to December meetings of the Voluntary Sector Liaison Committee to update on budgets. This was put to the Committee, and was agreed.

**10. OPEN DISCUSSION: WHAT'S HAPPENING IN THE COUNTY BOROUGH (AN OPPORTUNITY FOR ALL COMPACT PARTNERS AND COMMITTEE REPRESENTATIVES TO RAISE KEY ISSUES)**

Cyril Luke (Caerphilly People First) said that he was aware that other Local Authorities working with people with learning disabilities, had put their work out to tender, encouraging bids from private sector organisations. He felt that the service provided from some private sector organisations was not good. However, he said that Caerphilly County Borough Council provides an excellent service, and is more than willing to work with the voluntary sector. He said that he would like GAVO to provide information on which other councils, in the Gwent area are contracting out services across the board, and budget cuts they are making. Emily Forbes (Deputy Chief Executive, GAVO) agreed to obtain this information and bring the results to the September meeting.

**11. ITEMS OF INTEREST FROM THE VOLUNTARY SECTOR COMPACT PARTNERS (ONE QUESTION ONLY FOR EACH REPORT – UP TO 15 MINS)**

- a) **Aneurin Bevan University Health Board** - a written report was provided with the committee papers. There were no questions raised on this report.
- b) **GAVO** – a written report was provided with the committee papers. There were no questions raised on this report.
- c) **Digest of Committee Reports from Caerphilly County Borough Council** – a written report was provided with the committee papers. There were no questions raised on this report.

It came to the attention of the Secretariat following the meeting that the Office of the Gwent Police and Crime Commissioner had submitted a written report, with apologies made to the Office.

**12. COMMUNITY PLANNING QUARTERLY BRIEFING – JANUARY – MARCH 2015**

Item for information only. Jackie Dix updated the Committee on the One Beat event described within this report. The One Beat event will now be taken out into the community. The Roadshows will take place at four venues over the next twelve months. The dates, times and locations are listed on pages 32-33. Emily Forbes (Deputy Chief Executive, GAVO) agreed to send out more detailed information on the One Beat Roadshows to the Committee.

**13. DECISION & ACTION SUMMARY**

SUBJECT	DECISION	ACTION
1. Nominations for the Chair of Voluntary Sector Liaison	Cllr. D. Carter was proposed and seconded	Cllr. D. Carter to assume Chair of Voluntary Sector Liaison Committee until June

Committee		2016.
2. Nominations for the Vice Chair of Voluntary Sector Liaison Committee	Mr. R. Cooke was proposed and seconded	Mr. R. Cooke to assume Vice Chair of Voluntary Sector Liaison Committee until June 2016.
3. Written items of interest reports for the Voluntary Sector from Compact Partner organisations	The Committee were reminded that under the Compact Agreement, Compact Partners are required to provide written reports in advance to go out with the committee papers.	All Compact Partners to provide written reports to the Policy Unit three weeks in advance of the committee meeting.
4. Local Government Reorganisation	<p>Peter Jones (Abbeyfield) requested for local government reorganisation to become a standing item on the agenda, which was agreed by the Committee.</p> <p>The Chair asked for the Leader and Chris Burns (Interim Chief Executive, CCBC) to attend the September committee meeting to discuss local government reorganisation.</p>	<p>Local government reorganisation to become a standing item on the committee agenda.</p> <p>Interim Chief Executive, CCBC and Leader invited to address the September committee meeting on local government reorganisation.</p>
5. Youth Forum White Ribbon Campaign	<p>The Chair asked if the Youth Forum could attend the December committee meeting to update on the White Ribbon Campaign.</p> <p>Committee members also asked if the Youth Forum could be regularly represented on the Voluntary Sector Liaison Committee.</p> <p>Chair requested to attend future Youth Forum meeting to discuss the work of the Voluntary Sector Liaison Committee.</p>	<p>Youth Forum invited to address the December committee meeting on the White Ribbon Campaign, and their new annual priority.</p> <p>Jackie Dix to discuss with Clare Jones (Youth Forum Co-ordinator, CCBC). Following the meeting it was felt this request would prove difficult with Youth Forum members school commitments, although members may be able to attend meetings falling in school holidays.</p> <p>Jackie Dix passed on request to Clare Jones (Youth Forum Co-ordinator, CCBC).</p>
6. Neighbourhood Care Networks (NCNs)	Committee agreed for Sam Crane (Aneurin Bevan Health Board) to provide an update report on the operational framework of NCN's	<p>Sam Crane to present on the operational framework of NCN's at the December committee meeting.</p> <p>Sam Crane to clarify when NCN on line directory will be available. Following meeting an update was circulated</p>

		<p>stating - <i>on a national scale, the Welsh Government are planning to implement a 111 information and advice service. Therefore the scoping of improving signposting between services remains a priority but timescales have been altered due to national events.</i></p> <p>Sam Crane to investigate why some GPs have put notices on their doors saying 'one illness one appointment' . Following meeting Sam Crane informed – <i>Historically, in order to manage time constraints, some practices displayed notices in their reception areas informing patients that only one problem can be discussed. The Health Board has been working with Practices across Aneurin Bevan University Health Board to improve access. All General Practitioners across Gwent have been contacted informing that clinically this is not considered to be good practice, as it could influence the assessment by the General Practitioner, and may be detrimental in ensuring timely diagnosis and treatment for patients.</i></p>
7. Budgets	Cllr. Gough requested that Chris Burns (Interim Chief Executive, CCBC) be invited to December meetings of the Voluntary Sector Liaison Committee to update on budgets	Chris Burns to speak to the December committee meeting on budgets.



8. Contracting out services and budget cuts across Gwent local authorities	Cyril Luke (Caerphilly People First) requested GAVO to provide information on which other councils, in the Gwent area are contracting out services across the board, and budget cuts they are making	Emily Forbes to provide update at the September committee meeting.
9. One Beat Roadshows	Emily Forbes agreed to send Committee detailed information on the One Beat Roadshows	Emily Forbes to disseminate information.

**14. DATE OF NEXT MEETING:**

16<sup>th</sup> September 2015 at 10.30am in the Sirhowy Room, Penallta House.

Meeting ended 12.15pm.