



## VOLUNTARY SECTOR LIAISON COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, TREDOMEN  
ON WEDNESDAY 17TH SEPTEMBER 2014 AT 10.30 A.M.

---

PRESENT:

Mr. R. Cooke – Chair

Councillors:

Ms. L. Ackerman, D. G. Carter, R.W. Gough, C. Hawker, A. Lewis, Mrs. J.A. Pritchard,  
R. Woodyatt

Together with:

Abertridwr Community Church	-	Mr. L. Clay
Age Cymru	-	Ms. S. Brown
Bargoed YMCA	-	Ms. J. Price
Caerphilly Groundwork Trust	-	Mr. R. H. Cooke
Caerphilly Parents & Carers Forum	-	Mrs. B. Helps
Caerphilly People First	-	Mr. C. Luke
Cruse Bereavement Care	-	Mr. J. Moss
Disability Can Do Organisation	-	Mrs. H. Williams
GAVO – Chief Executive	-	Mr. M. Featherstone
Homestart Caerphilly Borough	-	Ms. G. Jervis
The Parent Network	-	Ms. M. Jones
The Vanguard Centre	-	Mrs. M. Wade
New CLURV	-	Mrs. J. Morgan
Van Road United Reformed Church	-	Mr. J. Wade
Vice Chair, Voluntary Sector Representatives	-	Mr. D. Brunton

Also present:

J. Dix (CCBC Policy & Research Manager), J. Elliott (CCBC Senior Research Officer),  
Emily Forbes, Gina Jones, Val Jackson (GAVO), Sam Crane (ABUHB), Katy Stevenson  
(Groundwork Caerphilly)

### 1. APOLOGIES

Apologies for absence were received from Cllrs. Mrs. E. M. Aldworth, J. Bevan, P.J. Bevan,  
Mrs. P. Cook, Mrs. P. Griffiths, K. James, A. Rees, P.J. Bevan, Mrs. J. Summers.

Also from, Mr .P. Jones (Abbeyfield), Mr. D. Morgan (Caerphilly 50+ Forum), Ms. P. Jones  
(Caerphilly Care & Repair), Ms. J. Lawton (Caerphilly MIND), Mr. A. Read (Cancercareline),  
Mr. G. Mitchell (Graig Y Rhacca Communities Partnership), Ms. J. Lawton (Caerphilly MIND),

Mr. M. Thorne (SYDIC), Mr. K. Viney (The Settlement), Sgt. R. Davies (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), Mr. H. Llewellyn (Town & Community Councils Representative).

## **2. DECLARATION OF INTEREST**

Cllr. Ackerman stated a declaration of interest in the minutes from the last meeting in reference to Trinant Surgery, and also to some content of a report on Learning Disability Services, to be presented to this committee by Jo Williams, Assistant Director Adult Services. Cllr. Ackerman left for the duration of the consideration of the minutes from the previous meeting 18<sup>th</sup> June 2014, and for the presentation by the Assistant Director of Adult Services.

## **3. MINUTES**

3.1 Sam Crane from the ABUHB said that on the subject of Trinant Surgery she had up dated Cllr. Lewis on the 15<sup>th</sup> September 2014. The application for closure is at stage 2 with questionnaires sent out widely. The results of the consultation are to be presented to the Health Board on the 17<sup>th</sup> October 2014. Cllr. Lewis discussed several solutions to the possible closure.

3.2 Cllr. Rob Gough referred to the postponement of the Compact Awareness Event scheduled for the 4<sup>th</sup> November 2014 to raise awareness of the Compact for middle managers, and stressed the importance of holding such an event for championing the Compact as a strategic document. Jackie Dix, Policy & Research Manager, replied that none of the Compact Partners (as had been requested at the previous Voluntary Sector Liaison Committee meeting) had sent her names of appropriate staff members to attend the event. While the Corporate Management Team at the Council was supportive of the Compact Partners holding an event, it was felt that the best way of raising awareness among managers of the Compact Agreement was through a presentation to the Management Network. Subsequently it has been arranged for GAVO to give a presentation to the Network on the 12<sup>th</sup> December 2014. Cllr. Gough requested that all Compact Partners should be contacted for their views on holding an event to promote awareness of the Compact in advancing commitment and delivery. This was also supported by Dave Brunton, Vice Chair of the Voluntary Sector Representatives who stressed the importance of the Compact Partners as a whole pushing the Compact forward.

3.3 The accuracy of the minutes of 18th June 2014 was agreed.

## **4. LEARNING DISABILITY SERVICES - REPORT BY MRS. JO WILLIAMS – ASSISTANT DIRECTOR OF SOCIAL SERVICES**

4.1 Mrs. J. Williams presented her report on Learning Disability Services, which was circulated with the committee papers. The report contains a number of proposals for financial savings. She said that Social Services are always willing to take on board ideas from the Voluntary Sector where financial savings could be identified.

4.2 At a series of special scrutiny committees all directorates were asked to provide reports on their discretionary services, these are services the Council currently chooses to provide but does not legally have to. One of these proposals covered day services for adults, the preference of members of the Health Social Care and Well-Being committee members was to request officers do further work on two options:-

1. Rationalise the number of buildings that day service is currently provided from. This would look to provide service on regional basis with reduction in the number of satellite centres.

2. Provide a targeted day services for people who meet critical and substantial need, which is the eligibility criteria that is likely to be introduced across Wales in accordance with the Well-Being Act.

4.3 The report contains a number of questions asked by the Voluntary Sector, with answers provided for each. Social Services are already looking at rationalisation of buildings i.e. along the lines of rents; relocation of underused Day Centres, relocated to combined locations e.g. in care homes. Members of the Voluntary Sector were happy to consider reducing transport costs by the greater use of satellite centres.

4.4 Cllr Woodyatt (Cabinet Member for Social Services) thanked Mrs. Williams for her report noting as yet nothing had been decided but everything needs to be considered as the financial settlement was likely to be severe.

4.5 Cllr. Ackerman returned to the room for the remainder of the meeting.

**5. THE WORK OF GROUNDWORK IN CAERPHILLY COUNTY BOROUGH – REPORT BY KATY STEVENSON – CHIEF EXECUTIVE OF GROUNDWORK**

**5.1 Groundwork Communities First Projects**

This suite of projects takes place within the Communities First cluster areas in the borough funded by the Communities First Programme.

- **Active in the Outdoors** - the main purpose of the project is to encourage community members to become more physically active, and improve their health.
- **Foodwise** - this project involves the Communities First Health and Wellbeing Officer and the Environmental Participation Officer working with a variety of community members, covering a wide demographic range, to raise awareness of healthy eating and practical cooking skills.
- **Green Doctor** - this project engages community members who are in fuel poverty or at risk of fuel poverty, leading to problems relating to household debt.
- **Outdoor Action** - the project engages and trains people in an outdoor setting, in the implementation of small-scale environmental projects identified by the community and partners.

In 2013 Groundwork supported Communities First Areas of Caerphilly through a **Healthy Homes Project** and received 120 referrals in just 2 months. During the life of this project the following installations were made:-

Internal Door Brushes	Shower Timer	Freestanding Clothes Airier	Window Foam Trim	Energy Efficient Light Bulbs	Reflective Radiator Panels	Bath 2 Shower Adapter	Flush Saver	Thermo meters	Letter Box Cover
100	4	29	70	233	115	7	65	9	2

5.2 **Healthy Rivers Programme** - the South East Wales Rivers Trust (SEWRT) and Natural Resource Wales (NRW) have undertaken walkover surveys that have identified issues that are impacting on fish populations and other aspects of the ecology on the Sirhowy River. The objective of Healthy Rivers is to work in partnership with South East Wales Rivers Trust and Natural Resources Wales to co-ordinate the removal or modification of barriers to fish migration.

5.3 **Rural Green Doctors Programme** - helps sustain community venues, reduces carbon emissions, offers free energy advice to householders and community venues and helps them save money.

- 5.4 **Healthy Villages Programme** - healthy Villages carries out physical, economic or social benefit projects in designated rural wards of the Caerphilly county borough. It supports groups and individuals to carry out projects, attract funding and make residents feel that their communities are a better place to live.
- 5.5 **Routes 2 Life Programme** - is a skills development project that upskills groups individuals and engages them in a mentoring scheme. It offers formal and informal training from a horticulture site in Cwmfelinfach and a carpentry workshop in Aberbargoed.
- 5.6 **Community Environment Network** - promotes and support the development and delivery of community environmental and maintenance projects, and facilitating opportunities for local people and organisations to play a central part in environmental, social and economic regeneration within the Caerphilly borough, and Torfaen borough designated SRA's (Strategic Regeneration Areas).
- 5.7 **Future Steps** – January 2014 to March 2015 (Job Centre Plus Flexible Support) - the project provides a platform for young people aged 18 - 24 to engage in training and practical opportunities to enhance chances of employability across the Caerphilly, Blaenau Gwent and Merthyr Tydfil county boroughs.
- 5.8 **Greencare** - runs to a social enterprise model as a project within Groundwork Caerphilly, offering grounds maintenance services and installations.
- 5.9 **Sustainable Play** - is an all Wales programme which will commence in October 2014. The Caerphilly borough will benefit from a team consisting of one senior play worker, three play workers and two apprentice play workers who will offer outdoor play sessions to children, young people and their families, and offering training to parents, young people and partner organisations in engagement with Children and Young People with Special Education Needs and Disabilities.
- 5.10 **Go Green for Health** - will commence in November 2014 which will operate in the Mid Valleys West area, and offer, through partnership with GPs, a prescription for health using the outdoors and which offers innovative, technology based methods of tracking progress and demonstrating savings to the NHS.
- 5.11 **Ty Mynyddislwyn Environment Centre** - is Groundwork Caerphilly's base, and is a community facility available to groups and organisations within the borough to access modern office space, demo kitchen and IT training rooms and classroom for all suitable activities.
- 5.12 Cyril Luke, Caerphilly People First, said that he was most impressed at the work of Groundwork especially the grounds maintenance courses for people with learning disabilities. Although he noted it is a shame that as time goes by, on the areas of ground which had been cared for and planted out, these have fallen into decay with heavy weed growth. He found it frustrating that such good work was not maintained. This was particularly so in the grounds of Ystrad Mynach College (Coleg y Cymoedd). Ms Stevenson said that she would check on this.
- 5.13 Michelle Jones, Parent Network asked if Groundwork on taking on the sustainable play contract had engaged with existing play services providers. Ms Stevenson said it had been a commitment of securing the Welsh Government funding that there was no duplication of provision, and that Groundwork would liaise and work cooperatively with existing play providers. Ms Stevenson added that a manager for the project would be appointed in October.
- 5.14 The Chair thanked Ms Stevenson for her detailed presentation.

## 6. THE WORK OF GAVO IN CAERPHILLY COUNTY BOROUGH

6.1 A presentation was given by Martin Feathersone, Emily Forbes, Gina Jones and Val Jackson.

6.2 GAVO provides support for Third Sector Organisations on the following:

- Core Community Development
- Volunteering Centres
- Funding Advice
- Community Planning
- Making the Connections
- Enterprising Communities
- Community Voice Programme
- Health and Social Care Facilitator
- Voluntary Sector Representation

In 2013 – 2014 GAVO achieved the following:

- 280 Volunteers recruited and placed
- 5,142 enquiries responded to
- **33** training courses delivered with 441 participants
- **23** funding events held attracting 141 people
- 15 Third sector networks supported
- 367 local members (total membership 1400)

GAVO Key events during 2013 – 2014:

**Playday** – attracted 5,000 people

**Volunteer Achievement Awards** – jointly held with the Council celebrating the commitment of volunteers

**One Beat event** – with the Council showcasing the work of 90 voluntary sector organisations

**Local Service Board Standing Conference** – contribution to a multi-agency partnership event to tackle issues collectively within the Borough

**Annual Funding day** – funders meet with voluntary organisations.

GAVO working with groups in Caerphilly (non-Communities First areas) key achievements 2013-2014:

- 52 groups supported
- £2,017,434 funding obtained across Borough
- 451 Trustee enquiries received and responded to
- 45 new organisations /services developed

Hospital Sunflower project key achievements in the first 6 months:

- 40 volunteers recruited
- 2,224 patients engaged with the project
- 458 patients pampered
- 402 patients involved in other activities
- 54 prospective volunteers referred to other volunteering options

Community Voice Programme:

- Valley Voices in Caerphilly & Blaenau Gwent: Communities and service providers work together to design and deliver improved services.

- 6.3 Mr Featherstone stated that this year will be a time of great challenges for GAVO, both physically (relocation and rationalisation of offices), and financially. The GAVO AGM will be on the 14<sup>th</sup> October at 10.30 am at the Christchurch Centre, Malpas Road, Newport.
- 6.4 The Chair thanked the GAVO staff for the informative presentation.

#### **ITEMS OF INTEREST CONCERNING THE VOLUNTARY SECTOR, FROM COMPACT PARTNERS**

#### **7. ANEURIN BEVAN UNIVERSITY HEALTH BOARD – PRESENTATION ON NEIGHBOURHOOD CARE NETWORKS (NCNS) - BY SAM CRANE (HEAD OF PARTNERSHIPS & NETWORKS)**

7.1 Sam Crane explained the background to the establishment of the NCNs. It stems from General Practitioner contract changes relating to the Quality Outcomes Framework (QOF). The changes to the QOF requires the Neighbourhood Care Networks (NCNs):

- to work together to support sustainable general practice and new models of care led by local teams
- to lead the development of local services, allocate resources and manage delegated budgets and community staff where appropriate
- to consider relevant data to support local needs assessment and service prioritisation.

7.2 Some of the development of the NCN was explained as designed to deliver improvements in care in the 3 national priority areas: Cancer, End of Life Care and Polypharmacy (and medicines management) and improve Clinical Governance.

7.3 NCNs will also collaborate to understand local health needs and priorities, and develop an agreed Network Action Plan linked to elements of the individual Practice Development Plans. They will also work with partners to improve the co-ordination of care and the integration of health and social care, and work with local communities and networks to reduce health inequalities.

7.4 A description was provided on the process of developing a Network Action Plan and the priorities for action. GP Practices will review local need and the 'practice service provision', and develop priorities to be included in their Practice Development Plans (PDPs). At NCN Meetings, GPs, practice staff and partners attend to discuss their area's health needs and service development priorities. Discussions are informed by relevant issues identified within the PDPs. For Network Action Plans, the priorities are agreed at the Network meetings to inform the development of the first Network Action Plans. Plans will evolve over a 3 year period. For Network Action Plans – there are key themes, common in most NCN Plans:

- To better manage communication with Secondary Care and transfer of activity into Primary Care
- To review the processes for missed appointments to avoid wasted appointment slots, and Public Health Priorities such as Smoking, and Immunisations.

7.5 Network Action Plans – Local Caerphilly borough NCN Priorities for Action:

#### **Caerphilly East:**

- NCN to attempt to move towards a more sustainable model of care for patients within Care Homes.

#### **Caerphilly North:**

- The need for improved communication with the wider Primary Care Team – CRT, Primary Mental Health Team, District Nursing, Health Visitors.

**Caerphilly South:**

- Wound Management - Consider developing a 'Centre of Excellence' for advice and support within the Neighbourhood Care Network.
- Reconciliation of Social Services and Practice Based Learning Disability Registers.

7.6 Next Steps: each NCN will hold four further network meetings to review the implementation and delivery of the Plan. The Plan is a dynamic plan and will be updated to reflect the agreed outcomes of each network meeting. Each NCN will develop an Annual Report for submission to Welsh Government by 31 March 2015. Ms Crane stated she would come back and update the Committee on developments.

7.7 The Chair thanked Ms Crane for her presentation.

**8. DIGEST OF COMMITTEE REPORTS FROM CAERPHILLY COUNTY BOROUGH COUNCIL**

Information reports attached and noted.

**9. CAERPHILLY BUSINESS FORUM**

No update available.

**10. CAERPHILLY COMMUNITY & TOWN COUNCILS**

No update available.

**11. SOUTH WALES FIRE & RESCUE SERVICE**

Information report attached and noted. However some concern was expressed at the increase in deliberate car fires, and what the Fire & Rescue Service / Gwent Police were going to do to reduce these incidents. The Parent Network asked "What can the Community do to address Fire Service numbers of fires." Ms Dix said that in the absence of the Fire and Rescue Service said she would take this back to the Service.

**12. POLICE & CRIME COMMISSIONER FOR GWENT**

Information report attached and noted.

**13. GWENT POLICE**

Information report attached and noted.

**14. VOLUNTARY SECTOR EVENTS – JACKIE DIX, POLICY & RESEARCH MANAGER CCBC**

- For reasons given under Item 3.2 the Compact Partners Event for 4<sup>th</sup> November is postponed.
- Notification was given regarding the One Beat event, to be held on Saturday 25<sup>th</sup> October 2014, in Penallta House.

**15. TO RECEIVE AND NOTE THE FOLLOWING INFORMATION ITEM**

Community Planning Quarterly Briefing July to September 2014.

**16. DATE OF NEXT MEETING:- 3RD DECEMBER 2014**

Next meeting on the 3<sup>rd</sup> December, will be held at 10.30 a.m. in the Sirhowy / Ebbw Rooms on the 1st floor, at Penallta House.

Meeting ended 12.50 p.m.