

Gwent Supporting People Regional Collaborative Committee Meeting (Quarterly)

1.00pm – 3.15pm, Wednesday 07 October 2015

Melin Boardroom, Ty'r Efail, Lower Mill Field, Pontypool, NP4 0XJ

Present (RCC members):

Alyson Hoskins, Blaenau Gwent CBC, Service Manager
Chris Robinson, Monmouthshire CC, Lead Commissioner, Quality Assurance and Supporting People
Elke Winton, Torfaen CBC, Group Manager Housing (Chair)
Joanne Lewis-Jones, Programme Officer, In One Place, ABUHB representative
Julia Osmond, Public Health, Principal Public Health Practitioner
Helena Hunt, Policy Team Leader, Community Safety
Hugh Irwin, United Welsh, CHC Representative
Neil Binnell, MHA, Housing Support Manager, Provider Representative
Nigel Stannard, Newport CC, Supporting People Manager
Richard Sheahan, Linc Cymru, CHC Representative

Supporting Officers in attendance:

Angela Lee, Gwent SP Regional Development Co-ordinator (Minutes)
Beth Covill, Torfaen SP, Acting Supporting People Manager
Simon Rose, Newport, Housing Needs Manager
Steve Lynch, Welsh Government, Supporting People Governance Manager
Malcolm Topping, Caerphilly SP, Supporting People Manager
Michelle Church, Blaenau Gwent SP, Supporting People Manager
Trudy Griffin, Monmouthshire SP, Senior Commissioning Officer

Observer:

Debra Trezise, Western Bay, Regional Development Co-ordinator

Apologies:

Chris Edmunds, ABUHB, In One Place Programme Co-ordinator
Darren Daniel, Wales Probation Trust, Team Manager
Donna Lemin, Welsh Government, SP Governance & Accreditation Manager
Neil Taylor, OPCC, Head of Performance & Partnerships
Rhian Stone, Solas, Corporate Director, Provider Representative (Vice Chair)
Sam Lewis, Llamau, Head of Support Services East, Provider Representative
Viv Daye, Caerphilly CBC, Service Manager

	Item/Discussion	Action
1.	<p>Welcome and introductions Elke Winton welcomed everyone to the Gwent Regional Collaborative Committee meeting and introductions were given. EW welcomed Hugh Irwin to the meeting who will be replacing Chris Rutson as the Community Housing Cymru Representative on the Committee, Joanne Lewis-Jones deputising for Chris Edmunds and Debra Trezise, Regional Development Co-ordinator, Western Bay attending to observe.</p> <p>Apologies Apologies were received from Chris Edmunds, Darren Daniel, Neil Taylor, Rhian Stone (Vice Chair) Sam Lewis, Donna Lemin and Viv Daye.</p> <p>Apologies were also received from Lisa Meredith, who was unable to attend to deliver the presentation about Gwent Drug and Alcohol Services.</p>	
2.	<p>Housekeeping</p> <p>Minutes / Actions arising from the previous meeting (07/07/2015) The minutes from the previous meeting were agreed. Outstanding actions from previous minutes are either completed, on the agenda or waiting to be progressed.</p> <p>The WG Supporting People programme Outcomes Analysis working document was circulated to RCC members with the minutes. To be noted in the minutes the high number of outcomes being collected for Gwent comparatively to other regions across Wales.</p> <p>Action: DL to provide a presentation/ overview to the RCC on the outcomes information collected and analysed for 2014-2015</p> <p>Further information is now available about the jointly commissioned Caerphilly Supporting People and Families First project.</p> <p>Action: MT to circulate information about the jointly commissioned Caerphilly Supporting People and Families First project to members by email</p> <p>Declaration of any conflicts of interest EW reminded members of the need to declare any conflicts of interest in relation to the agenda. No conflicts of interests were declared.</p> <p>EW reminded the group that the annual declaration of interest forms needed to be completed by each member of the RCC and held on file by the RDC.</p> <p>Action: AL to circulate an electronic copy to those members for which this is still outstanding</p> <p>Chair & Vice Chair Elections EW reminded members that Chair and Vice Chair elections would be held after the meeting and expressions of interest would be requested from members entitled to apply for the positions.</p>	<p>A</p> <p>B</p> <p>C</p>

	<p>Action: Request for expressions of interest for Chair and Vice Chair to be sent to members by email.</p> <p>Landlord Representative Elections</p> <p>Landlord representative elections have been concluded and Hugh Irwin has replaced Christine Rutson as the CHC rep, Victoria Hiscocks – Derwen, has been appointed as deputy CHC rep for the Gwent RCC.</p> <p>Provider elections will now be held next year and arranged and serviced by Cymorth Cymru.</p> <p>Action: Terms of reference and membership files to be updated</p>	<p>D</p> <p>E</p>
3.	<p>Gwent Drug and Alcohol Service (GDAS): brief overview provided by Julia Osmond</p> <ul style="list-style-type: none"> • The Gwent Substance Misuse Area Planning Board (APB) went out to tender for all adult services last year. • The consortium application from Drug Aid, Kaleidoscope and G4S was successful and this has resulted in the GDAS service being developed. • There is now a single point of contact which is much simpler and easier for people to access. • Organisations are working collaboratively to deliver a much more streamlined and effective service. • A launch was recently held, with good attendance from relevant stakeholders and interested parties from across Gwent. • To note – the process to get to this point took approximately 6 years to deliver and required ongoing communication with staff and service users. It was not an easy process; the direction of travel came from the APB. • Children's services will be commissioned next year following a similar process <p>Action: Lisa Meredith to be invited to deliver the GDAS presentation to the next RCC meeting</p>	F
4.	<p>Financial position against budget</p> <ul style="list-style-type: none"> ➤ Final quarter outturns January 2015 – March 2015 were circulated by email to members for approval during July and received majority approval and sign off by voting RCC members. ➤ First quarter outturns April 2015 – June 2015 Were circulated to RCC members for information with the agenda for this meeting. ➤ Second quarter outturns July 15 – September 15 These will be collated towards the end of October. <p>Action: second quarter outturns to be circulated to RCC members by email for information</p> <ul style="list-style-type: none"> ➤ Budget 2016 – 2017 	G

- The letter from Ceri Breeze was circulated to members with the agenda advising the uncertainty of the Welsh Government position in relation to the budget settlement until the conclusion of the Comprehensive Spending Review by UK Government.
- It was acknowledged that the direction of travel for the foreseeable future appeared to be cuts to budgets.
- The Supporting People Programme in Gwent is currently delivering services against a circa £21 million budget, any sizeable cut to the budget will have a huge impact on service delivery.

An overview of discussions is provided for the minutes:

- Suggestion for a radical regional re-think being required in order to continue to deliver services: think regionally, apply locally.
- Merging/alignment with the other tackling poverty funding streams could realise some efficiencies.
- Delivering services / jointly funding with the other regional strategic and funding boards.
- Should Supporting People programme sit under housing or social care or neither and be better placed under communities within LA departments as remit is wider.
- Unified needs assessments required. Acknowledged that the inclusive strategic planning framework in Gwent was already robust; but that further links could be made with the Gwent Needs Assessment Team.
- Delivering a regional agenda was likely to lead to less providers delivering services, increased generic services and the loss of smaller providers who would be unable to compete and tender for the larger contracts.
- Business Wales could provide support but this needed ongoing promotion, especially for smaller providers.
- Blaenau Gwent are engaged with Business Wales to support providers to apply for the recently agreed re-tender of their floating support services. Could this approach be adopted across all localities?
- Starting from scratch was unlikely to be possible due to local commissioning plans etc. having already been approved by local planning groups and internal LA processes and executive decision making.
- Contracts are also of key consideration.
- Discussion about the recently commissioned APB substance misuse service, services were previously locality based; it appears that a much more mature service was now being offered to those that need it – driven by locality need across Gwent, and not boundaries. An increasing number of services could be offered, jointly delivered by the voluntary and private sector; a centralised team were able to split the functions between the 5 previous local authority Substance Misuse Lead Officers, who now worked Gwent wide, acknowledgement that Supporting People Programme was larger scale with more diverse services and client groups, requiring an alternative strategy.
- Gwent regionalisation agenda – domestic abuse, Safer Gwent etc. of importance
- Providers being squeezed, staff salary cuts and a loss of skilled staff across the frontline resulting in a general loss of expertise and skill.
- Generic v Specialist: most services are in their nature generic with a

	<p>small percentage of the work generally classed as specialist. Could new models of delivery be considered?</p> <ul style="list-style-type: none"> • Suggestion of more direction needed from Welsh Government and SPNAB – what should be done about older person's services / alarms and learning disability services, stop funding them? / keep funding them? It was acknowledged that the rewrite of the guidance could include this through the update of eligibility criteria. RCC have an opportunity to influence and contribute. • Arrange development session for RCC – members were split over whether a development session at this point would be useful as many of the plans being considered had already been agreed through local processes. <p>It was acknowledged that there would not be one answer or solution and local plans that had already been agreed could not be changed within the current timescales.</p> <p>Consideration of future delivery of the Supporting People Programme across Gwent would also be pushed by local government reorganisation.</p> <p>It was hoped that the budget would be known by the meeting in January.</p> <p>Action: AL to make contact with the Gwent Needs Assessment team</p> <p>Action: Detail on the cuts plans being considered by local authorities to be provided to the January meeting.</p> <p>Action: Members to provide the RDC with development session suggestions and thoughts on whether a November session should or shouldn't take place. To be further considered by the Chair and Vice Chair.</p>	<p>H</p> <p>I</p> <p>J</p>
5.	<p>Regional Commissioning Plan 2016 – 2017</p> <p>An overview of the initial draft of the Gwent Regional Commissioning Plan was provided to members with sections updated as relevant with information from GNME analysis 2014 – 2015, needs mapping events, new regional strategic direction etc. Some information is still required to finalise the plan. The feedback from Welsh Government has also been considered as part of the update. Members acknowledged the difficulties of writing this plan and LCPs without an indicative budget.</p> <p>RCC Members were provided with an update of the development of the service planning section of the guidance rewrite, which suggests that the RCP should be three yearly with an annual detailed update of the LAs commissioning / decommissioning and remodelling intentions for the following year – this would be collated to provide an annual regional submission to WG with an indicative regional spend plan. Later in the year (June) an annual review would be completed of the previous year to look at the progress during the previous reporting period, thus separating these docs to either look forward or look back.</p> <p>Until the updated guidance is agreed, it is business as usual for the current reporting structures.</p>	

	<p>EW thanks AL for collating and developing the RCP with assistance from SP leads</p> <p>Action: RCC members to provide comments regarding the regional commissioning plan to AL by Friday 23rd October.</p> <p>Action: Updated regional commissioning plan to be circulated for consultation during November.</p>	<p>K</p> <p>L</p>
6.	<p>Welsh Government update</p> <p>An update paper was provided to the committee and is noted within these minutes.</p> <p>The MOU is still ongoing and with WG legal team.</p> <p>The Older Persons research report is now due to be published in the autumn.</p> <p>Action: Reconvene older persons task and finish group when the older persons report is published.</p> <p>Management charges paper will be published on the WG web pages on Nov 18th 2015.</p> <p>Annual Review reports: Updates on the reports were provided with the last SPNAB update.</p> <p>Outcomes: the first draft of the outline framework will be ready for the next meeting</p> <p>Local Authority WG Reviews: progressing across Wales and due to be completed by December.</p> <p>Gwent LA review schedule: Newport and Caerphilly completed; Torfaen date set; Blaenau Gwent and Monmouthshire still outstanding.</p> <p>LA Audit Certificates: if outstanding please send in to WG</p> <p>Quarter 2 Outturns: returns due at the end of October</p>	M
7.	<p>Local Authority update</p> <p>Written reports were provided by all LAs excepting Monmouthshire who gave a verbal update at the meeting.</p> <p>Monmouthshire verbal update:</p> <ul style="list-style-type: none"> • draft LCP will not be available until after the comprehensive spending review has been completed, the draft plan is due to be relooked at with the planning group to consider options when planning cuts to the budget of up to 20 % • Support worker forum is currently considering rationalisation of systems and the links to the tackling poverty funding streams 	

	<ul style="list-style-type: none"> • Rationalising of contracts is being considered • Regional contracts shortly going out for the regional services that were reconfigured this year • The following pilots are underway following the WAIMON merger – Youth Transition Worker and Welfare Rights Worker • SU involvement: The Gateway are looking at feedback from SU's at exit and review • Internal audit recently completed: lack of correlation between QMQ returns, GNME returns and an under reporting of outcomes raised as an issue. • Concerns regarding planning up to 20 % cuts 	
8.	<p>Provider Update</p> <p>The Gwent Regional Provider Forum (RPF) was held at the end of September. The focus of the meeting and presentations was around collaborations and consortiums.</p> <p>A presentation was delivered to members on the newly launched Gwent Drug and Alcohol Service and the partnership working through the consortium bid.</p> <p>Further open question and answer session was facilitated by Paul Jones, Procurement Officer Blaenau Gwent and Chris Langdon, Tendering Support Officer, Business Wales.</p> <p>Landlord Update</p> <ul style="list-style-type: none"> • Re-elections completed • Supported Housing Services Forum recently held with presentations from Job Centre plus, TPAS and the Let's Keep on Supporting People campaign • Other RCCs and the issue of blanket cuts • Erosh – remodelling and service pilots and separating needs and tenure • RCT SP Tender – all older person's services contracts have been re-tendered and this was won by RCT Homes • Renting Homes Bill discussed - 24hr exclusion is now back on the agenda • RShe has become a rep on the In One Place Programme network making further links between the RCC and this network. • Housing Act legislation and guidance issues have been raised to WG as bureaucracy linked to the Act is stifling the work that was underway prior to the Act and since the Act. 	
9.	<p>RDC Progress report</p> <p>Was acknowledged by members and noted in the minutes.</p>	
10.	<p>Tackling Poverty Programme: overview of the tackling poverty funding streams in Gwent</p> <p>Work has started across the Gwent local authorities to align and map the programmes and once the tables are completed they will be forwarded to RCC Members for information.</p> <p>Torfaen: A further detailed mapping exercise had been undertaken in Torfaen to look at the funding and type of support being delivered and the alignment map should shortly be available. The intention then is to upload this information</p>	

	<p>to the GIS mapping tool so that further analysis can be completed</p> <p>A large networking event was recently held in Torfaen for all four programmes. Over 120 people attended from across the four programmes and presentations were delivered on Flying Start, Families First, Communities First, Supporting People and Housing helping to raise awareness of what each of the programmes delivers and implications. Conversations via a speed dating session were enabled between the different programme providers.</p> <p>Feedback from the event included the need for closer alignment of the programmes across the Welsh Government teams.</p> <p>Since the event the programme leads have agreed to review all financial inclusion services that are delivered by the programmes.</p> <p>Caerphilly: Since holding their awareness raising event last year; programme leads have been working closely to look for synergies and ensure there is no duplication.</p> <p>Blaenau Gwent: a workshop has been arranged for the programme leads.</p> <p>Monmouthshire: tackling poverty meeting held.</p> <p>Discussion then took place around the notice of motion that has been tabled by some local authorities in Wales calling for ongoing assistance and support for the Supporting People Programme; Newport Council are shortly going to table a similar request to Welsh Government.</p> <p>Action: Circulate tackling poverty mapping exercise once completed.</p> <p>Action: Feedback to Welsh Government the need for closer alignment of the programmes across the Welsh Government teams.</p> <p>Action: nominating a lead officer to represent the other tackling poverty programmes is still an outstanding action. SP leads to liaise with LA colleagues and co-opt 1 representative.</p>	<p>N</p> <p>O</p> <p>P</p>
11.	<p>Reporting on the RCC work plan sub groups</p> <ul style="list-style-type: none"> ➤ Learning Disabilities: the report should be shortly finalised; the T&F group will be meeting in order to agree recommendations and principles ➤ Service User Sub Group: the web site development is progressing and a proof of the home page was provided to RCC Members with the agenda. BC and AL are shortly due to meet with The Arts Factory to progress further. TCBC Housing agreement to host the web site. ➤ Communications Sub Group: Case study booklet circulated to RCC Members with the agenda. <p>The work plan was agreed as final for the minutes</p> <p>Actions: comments and amendments regarding the case study to be returned to AL by October 16th.</p>	<p>Q</p>

	Action: members to forward email and address contacts to AL of colleagues who should receive a pdf or hard copy of the booklet	R
12.	<p>Any other business</p> <ul style="list-style-type: none"> ➤ Living Wage: the potential cost pressures for providers of the living wage were discussed; it was felt that it was likely to affect domiciliary care providers more than Supporting People funded providers, but could affect those that are undertaking a care and support type role. The role of Cymorth Cymru and CHC around this area needed to increase. There were likely to be particular challenges regarding the sleep in allowance. <p>Action: Blaenau Gwent Social Services living wage work to be circulated by AH</p> <ul style="list-style-type: none"> ➤ RDC Funding: AL and DT left the meeting so that open discussions could take place regarding funding of the RDC post. <p>The funding of the RDC post was discussed</p> <p>Action: RDC funding to be raised again with Welsh Government</p>	<p>S</p> <p>T</p>
13.	<p>Auriol Miller, Director of Cymorth Cymru and member of the WG Strategic Finance Group joined the meeting to pose 12 questions to the Committee regarding ongoing progress of the SP Programme and role of the RCC.</p> <p>All questions were asked and responded to, and comments will be fed into a Wales wide RCC response to the Strategic Finance Group and the SP National Advisory Board.</p> <p>Thanks were expressed to AM for attending the additional RCC session. The collated response to be fed back to the committee.</p>	
	<p>Date/time of forthcoming meeting: 15th January 2016 9.30am (please note change of time)</p> <p><u>Melin Boardroom, Ty'r Efail, Lower Mill Field, Pontypool, NP4 0XJ</u></p>	

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1.00pm – 3.15pm, Wednesday 7 October 2015

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Meeting Actions

ACTION	AGENDA ITEM NO	ACTION	TO BE COMPLETED BY
A	2	Provide a presentation/ overview to the RCC on the outcomes information collected and analysed for 2014-2015	DL
B	2	Circulate information about the jointly commissioned Caerphilly Supporting People and Families First project to members by email	MT
C	2	Circulate an electronic copy of declaration of interest form to those members for which this is still outstanding	AL
D	2	Request for expressions of interest for Chair and Vice Chair to be sent to members by email.	AL
E	2	Terms of reference and membership files to be updated with new members details	AL
F	3	Lisa Meredith to be invited to deliver the GDAS presentation to the next RCC meeting	AL
G	4	Second quarter outturns to be circulated to RCC members by email for information	AL
H	4	Make contact with the Gwent Needs Assessment team	AL
I	4	Detail on the cuts plans being considered by local authorities to be provided to the January meeting.	SP Leads
J	4	Members to provide the RDC with development session suggestions and thoughts on whether a November session should or shouldn't take place. To be further considered by the Chair and Vice Chair.	RCC Members
K	5	RCC members to provide comments regarding the regional commissioning plan to AL by Friday 23 rd October.	RCC Members
L	5	Updated regional commissioning plan to be circulated for consultation during November.	AL

M	6	Reconvene older persons task and finish group when the older persons report is published.	AL
N	10	Circulate tackling poverty mapping exercise once completed.	AL
O	10	Feedback to Welsh Government the need for closer alignment of the programmes across the Welsh Government teams.	SL
P	10	Nominating a lead officer to represent the other tackling poverty programmes is still an outstanding action. SP leads to liaise with LA colleagues and co-opt 1 representative.	SP Leads
Q	11	Comments and amendments regarding the case study to be returned to AL by October 16 th .	All
R	11	Members to forward email and address contacts to AL of colleagues who should receive a pdf or hard copy of the booklet	All
S	12	Blaenau Gwent Social Services living wage work to be circulated	AH
T	12	RDC funding to be raised again with Welsh Government	SL

U		Outstanding action: Income maximisation / debt reduction spreadsheet update to be provided to the next meeting	MT / SP Leads
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