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| **Vale & Cardiff Supporting People**  **Regional Collaborative Committee Meeting (Quarterly)**  1.30pm – 3.30pm, Tuesday 27th November 2018  Civic Offices, Holton Rd, Barry CF63 4RU |

**Minutes**

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| **Members** | **Representing** |  | **Attendee Supporting Officers** | **Representing** |
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| Cllr Andrew Parker | VGC |  | Mark Davies | PAG |
| Cllr Lynda Thorne (Chair) | Cardiff |  | Louise Bassett | CCC |
| Jane Thomas | CCC |  | Lorraine Griffiths | Deputy CHC Rep |
| Janice Bell | CHC Rep |  | Kim Flower ( Minutes) | RDC |
| Philip Richardson | CHC Rep |  | Paul Webb | WG |
|  |  |  | Kate Hollinshead | VGC |
|  |  |  | Rossana Taylor | CCC |
| **Presentation:** Natalie SouthgateVAWDASV Team | | | | |
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| **Apologies** | | | | |
| Mike Ingram | VGC |  | Sarah Wills | Cymorth Rep |
| Rachel Jones | Health |  | Mike Ingram | VGC |
| Yvonne Connolly, (Vice Chair) | Cymorth Rep |  | Helen Jones | Cymorth Rep |
| Sian Griffiths | Public Health |  | Louise Bassett | CCC |
| Pam Toms | VGC |  |  |  |

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|  | **Agenda item** | **Action** |
| 1 | **Welcome, introduction, apologies and declaration of interest:**  LT welcomed everyone to the meeting.  Apologies were received.  There were no declarations of interest. |  |
| 2 | **Minutes of meeting, 11th September 2018 and Matters Arising:**   * **Minutes** were accepted as a true record. * **Actions** arising from Meeting 11/09/18  1. RISE Service Rep to be invited to attend next meeting ~ deferred 2. Leah Whitty to be invited to speak to RCC ~ deferred   3. Task and Finish Group report back to RCC (YC) ~ Meeting was delayed, no update given.   * **Landlord Rep** election results:   Janice Bell (United Welsh) and Philip Richardson (Cadwyn) were reappointed as Landlord reps for the RCC. The newly appointed Deputy Landlord Rep is Lorraine Griffiths (Pobl.)   * **Other RCC Reps**   Probation Rep VH email is bouncing back. KF to contact probation for new contact details.  Health Rep RJ is leaving her post and will inform KF of her replacement.  **Proposals** for new co-opted members:   * Bonnie Navarro (Assist Police Commissioner) nominated by PR. * Ian Jones (Housing Solutions Manager Vale) nominated by KH.   Outcome ~ Due to the potential development of the RCC (in relation to the introduction of the ‘HousingSupport’ Grant) the review of RCC membership was delayed. | A  B  C |
| **3** | **Housing First** ~ Salvation Army to discuss their Housing First Project. CANCELLED |  |
| **4** | **Finance**  Spend Position at Quarter 2   |  |  |  |  | | --- | --- | --- | --- | | Local Authority | Budget for year | Actual at Quarter 2 | Percentage Progress | | Cardiff | 16,267,470.00 | 8,152,045.28 | 50 % | | Vale | 3,466,829.00 | 1,719,891 | 49% | | Regional Total | 19,734,299.00 | 9,871,936.28 | 50% |      * Vale KH reported that their expenditure is in line with their projection for this year. There are no Virements and no changes to report. * Cardiff RT reported that their expenditure is in line with their projection for this year. There are no Virements and no changes to report. * Welsh Government (WG) Underspend   PW mentioned that SP may well gain from a distribution of a short underspend. Amounts will be based on current distribution. An average gain would be £30K.  The distribution of this amount must be eligible for SP spend, that is in line with WG guidance.   * Off the Shelf Projects KF   SP Guidance states that all LA should hold an ‘Off the Shelf Register’ that records strategically relevant project proposals. A proforma of the application form, along with guidance has been sent out to all support providers (via the SP leads). On receipt of a completed application the proposed projects will be scrutinised by SP leads and relevant projects will be held on a list. These projects can be considered as county based or regional projects. |  |
| **5** | **Cardiff LA update**  Gender Specific Services – Presentation on Partnership working by Natalie Southgate.  VAWDASV has developed a new (5yr) strategy; a copy of the document was distributed to members along with ‘a plan on a page’ and action plan. Two versions are available, a plain English version and one for staff. It has its own governance structure, an executive group is in existence and the membership of the steering group is yet to be confirmed. A regional approach is being taken strategically and operationally.  There is:   * A need to prepare a commissioning strategy and they are currently awaiting commissioning guidance from WG in order to proceed. * A budget of 1.6 million per annum and there is the ability to be flexible and bolt on additional services. * The service is Needs Led and there is one single pathway.      * Resource centres for women and girls, one in Cardiff and a satellite centre in Vale of Glamorgan Council. * no IDVA’s in Cardiff they now pulled been pulled into one role IPA - Individual Personal Advocates * Partnership working - CWA and Atal y Fro are working together and both local authorities, 4 health boards / PCC and many other authorities re the implementation of a male victim service   Cllr Thorne congratulated the VAWDASV on their impressive achievement to date ~ Well done.  **Cardiff SP update** RT  Highlights of the phased approach to Accommodation and Support:  Young People Recommissioning – Currently out to tender  Supporting People Strategic Review –  As per the Supporting People (SP) delivery plan the first phase or recommissioning has been completed. The next phase will look at DV Male Victims, frontline and supported accommodation, substance and alcohol misuse, mental health and offending provision.  Going forward the SP strategic review timetable will be more streamlined and will be carried out within 6 weeks but can be extended to 8 weeks. Normally the reviews are completed on the basis of provider, this year they will be completed in themes (Draft timeline attached) to help inform service development.  Rough Sleepers – Multiagency Team  Monitoring has identified that a high number of homeless service users are repeatedly being evicted, abandoning placements, or experiencing a placement breakdown. During April‐June 2018, 76 people were evicted from homeless accommodation. 66% of these had experienced at least 1 previous eviction, a further 52 people had abandoned their placements, 37% of these having already abandoned previous placements.  Currently many service users are facing barriers accessing specialist help. Evidence gathered over the past year has demonstrated a need for additional capacity to work with those currently entrenched within the rough sleeping/homelessness cycle. The existing structures and resources will be enhanced with additional specialist practitioners including a Peer Mentor Co-ordinator, Mental Health Worker, additional Primary Care Nurse input, Therapeutic Outreach worker and access to psychological services via Solas, a Substance Misuse worker from CGL/Taith and fast track prescribing and support with evening and weekend opening hours via Dyfodol. Staff will also be seconded or work alongside the team from the criminal justice services such as Police, Probation and HM Prison service.  These specialist workers will be an integrated team based in the Housing Options Centre, sitting alongside current services such as the Outreach Team and Social Workers. Work will be targeted to those who have difficulties in accessing, or maintaining effective levels of engagement with mainstream support and accommodation services. The full team will be in place in December.  Cardiff SP provided the following Papers: |  |
| **6** | **Vale of Glamorgan SP update** KH  Verbal update  The Gateway for all referrals to SP is working well, the Waiting list is now down from 200 to 40. The new drop in services (for those in need but without current support) is working well and has assisted in bringing down the waiting list.  Pobl is providing support on a drop in basis 5 days a week; this is an hour based service. SP are looking at the potential of providing a more permanent drop in service; in order to keep the waiting list down.  There has been a recent Tender of new project related to the privately rented sector ~  Vat scheme.  All Vale Alarm services are now grant compliant. |  |
| **7** | **Homelessness Review(s) and** Strategy  Draft Documents are out for for consultation:   * **Cardiff Homelessness Strategy** [Draft] 2018—2022 a draft has been sent to RCC members as part of the consultation process. (RT)   It includes :  A ‘Plan on a page’  The Findings of the homelessness review  Identification of issues related to vulnerable groups  Reference to the newly proposed revolving door project.  The action plan  This strategy was well received by the public service board   * **Vale Homelessness Review and** **Strategy** has been written, it is to be presented to cabinet prior to an 8 week consultation period. (KH)   RCC to consider the action plans of the regional homelessness strategies and consider where they can align their annual action plan with these strategies. |  |
| **8** | **SPROG**  KH  A meeting took place of the Supporting People Regional Operational Group.(SPROG)  A discussion took place related to the potential of regional working.  It was agreed that:   * This would become a 6 weekly meeting reporting back to the RCC quarterly. * Regional SP lead officers would attend |  |
| **9** | **Funding Flexibilities – WG update** on the new grant arrangements  PW  There has been a ministerial decision to create a two grant approach ~ The Housing Support Grant (HSG) is closely aligned with the second stream of funding known as the Children & Communities Grant. The minister will look for further opportunities to integrate these grants; they are to be seen to be a coherent grant of two elements. The management Governance ~ of the two Grants are expected to align with each other as much as possible.  There will be an emphasis on:   * Regional working and joined up/ collaborative working. * Working closer with key governing Boards. * Working collaboratively with service users and other stakeholders     Housing Support Grant is to include 3 elements i.e. Supporting People Grant, Rent Smart Wales and Homelessness Prevention Grant.  Children & Communities Grant is to include 7 elements.  There is a proposed single outcomes framework that sits across both elements. This does not mean that the same management information will be required by each stream. The outcomes is likely to be underpinned by the Wellbeing of Future Generations Act include a number of outcomes for Wales that can be aligned with the outcomes required for these grants. A selection from these that can sit across both grants.  A Steering Group has been established to inform the work to develop the new Housing Support Grant (Key responsibilities are to design a co-productive approach to stakeholder engagement, it is not the decision making group for the creation of the new grant.) Steering group has met and have prepared first draft of engagement plan.   * Further Considerations: * Rent Smart Wales enforcement, there is currently no clarity re the purpose of that funding stream going forward, it was originally intended to be a short term grant * A question is to be raised is whether the homelessness prevention grants can be absorbed into the new grants in the future * There is a need to look at governance- there will be an Implementation group for each group * Autumn 2019 there will be supplementary guidance for both funding streams. This guidance is not currently in existence it is to be co-produced informed by stakeholder engagement events. * Development day will create the opportunity to design future work plan/ streams. Role civil servants is to advise ministers ~ The decisions will be made by ministers   Current direction for Welsh Government re new grants:  Supporting People should continue to deliver against existing guidance until they are directed differently. Changes will be phased in during 2019 / 20 |  |
| **10** | **Annual Review of the RCC** ~ KH  A discussion took place related to the report of the RCC that had been completed by the WG Steering group. It was noted that the position of SP lead had not been covered for many months prior to the report and this had exasperated the situation.  Members discussed details of the report and acknowledged the criticisms.  It was agreed that:   * A further discussion related to the strategic direction of the Vale and Cardiff RCC would take place at a development day to be held after Christmas. ~ * Discussion to include: * Key visions and the identification of high level key aims. * The creation of a Work plan indicating how the RCC will operate * Recognition of key issues * There were lots of differences between the two regions and instead of defending why there has not been regional commissioning it may be more useful to discuss what can change and what can be implemented regionally in the future. It was suggested that it may be useful to list the differences in the next annual report. * A task and finish group convenes prior to the next annual review submission and the content of the annual report for this year is agreed. Submission is end of May 19 | **D**  **E** |
| **11** | **Provider update*:*** No provider reps were in attendance. It was agreed that in the absence of key members (that are related to agenda items) a written report should be submitted to the RDC prior to the meeting.  **Landlord**  **verbal update:** J B & P R   * The national supported housing network was dominated HousingSupport Grant matters (PR) * A tenant participation / consultation event is being held on the 10th December giving the tenants and service users a voice. They are looking at the potential of involving service users in commissioning. * LG discussed the potential of there being RCC representation on the Local planning groups. An application to be made for there to be one Support Provider rep and one deputy. This proposal is to be formalised and passed to the Support provider Reps to raise. * The Regional Partnership Forum is scheduled for next week. Consideration to be given to the mechanism for feeding into and from this group. | **F** |
| **12** | **Regional Development Coordinator (RDC) Update** (KF)  A Paper had been circulated with the minutes   * Thanks were given to RCC members that had met with KF as part of her induction process. * Regional Strategic Plan ~ An update is currently in process, it is to include Local Authority SP updates on their Local Commissioning Plan. A draft document to be passed to RCC members for consultation * RCC Work Plan 19 to 2020 to be compiled. RDC still need to meet with SP Providers and Landlords * Annual review due in WG at the end of May * More involvement with priority work streams, projects, commissioners etc. * WG are looking at the Role and function of the RCC and RDC in view of the Housing Support Grant. |  |
| **13** | **Task and Finish Group** YC  Looking at priority areas and strategic direction for RCC 2019 /20   * Providers operational Group ~ Providers and Landlords Group (POG) took place on (12.09.18) a discussed was related to key areas for Work Plan for RCC for 19~2020 * Subsequent meeting on 5.11.18 cancelled ~ new date to be agreed, to continue this Task and Finish exercise. | **G** |
| **14** | **Service User Intervention** (SUI) (LG)  A Service User Consultation event is planned for 1 pm (10.12.18) at Taff Housing. It is to be Hosted by: Cymorth and representatives of the SUI Task and Finish Group related to the Regional Providers Forum.  The purpose of the event is to consider the potential of setting up a service user forum that can feed into the RCC. The service users will be asked for their opinion on how they would like to be consulted and they will be encouraged to comment on current service user activity arrangements.  Jordan Cymorth is to prepare a paper that will be presented to the RCC in relation to the findings of this event and it will include proposals of how they would like to proceed. |  |
| **15** | Any Other Business  SPNAB development day Dec 3rd 2018. Preparatory Questions were redistributed. |  |
| **16** | **Key Messages**   1. There has been a ministerial decision to create a two grant approach ~ The HousingSupport Grant (HSG) is closely aligned with the second stream of funding known as the Children & Communities Grant. The minister will look for further opportunities to integrate these grants; they are to be seen to be a coherent grant of two elements. The management Governance ~ of the two Grants is expected to align with each other as much as possible.   There will be an emphasis on:   * Regional working and joined up/ collaborative working. * Working closer with key governing Boards. * Working collaboratively with service users and other stakeholders |  |
|  | 1. Two new subgroups will support the success of the Vale and Cardiff RCC. The Supporting People Regional Operational Group (SPROG) brings together leads of the two local authorities in order to discuss regional working and opportunities. The Providers Operational Group (POG) allows the Landlord reps and Reps to meet in order to share their experience and discuss key considerations in relation to RCC business.   The intention is that both Groups feed directly back to the RCC. |  |

**Vale & Cardiff RCC: Meeting Actions**

**27th November 2018**

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| **ACTION** | **AGENDA**  **ITEM NO** | **ACTION** | **COMPLETED BY** |
| **A** | 2 | Task and Finish Group report back to RCC re priorities 2019 | YC |
| **B** | 2 | Confirm contact details of Probation Representation. | KF |
| **C** | 2 | Confirm details of new Health Representation for RCC | KF |
| **D** | 10 | Development day to be arranged for Early 2019 | KF |
| **E** | 10 | Task and Finish group to be convened looking at Annual review that is to be submitted end of May 19 |  |
| **F** | 11 | In the absence of key members (that are related to agenda items) a written report should be submitted to the RDC prior to the meeting. |  |
| **G** | 13 | Discussion to continue related to key priorities for RCC 19/20 | YC |
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