****

**VALE OF GLAMORGAN AND CARDIFF**

**REGIONAL COLLABORATIVE COMMITTEE**

 **Minutes 2nd May 2017**

**“This document is available in Welsh / Mae’r ddogfen hon ar gael yn Gymraeg”**

**Present:**

Frances Beecher – Cymorth Rep (Vice Chair)

Jane Thomas- CCC Pam Toms - VGC

Helen Jones – VGC

Kate Hollinshead – RDC (minutes) Neil Sutcliffe – CCC

Yvonne Connolly – Cymorth Rep

Janice Bell – CHC Rep

Ceri Meloy – Cymorth Rep

**Apologies:**

Vicky Harris CRC

Mike Ingram – VGC

Donna Lemin – Welsh Government

Mark Davies – PAG

Louise Bennet – PAG

Phil Richardson – CHC Rep.

Conrad Eydmann – C&V UHB

Cllr Bronwen Brooks – VGC

|  |  |
| --- | --- |
| **Agenda item** | **Action** |
| 1. **Welcome, introduction, apologies and declaration of interest**

The Chair welcomed everyone to the meeting.Introductions were made around the table.Apologies were received. |  |
| 1. **Minutes of meeting, 10th January 2017 and Matters Arising**

The minutes were agreed as a true record.The RCC discussed the IRIS Teams as there has been some confusion over the 2 teams having the same name. It was established that they both work under health but the mental health team are able to give medication etc. and the DA team work out of GP surgeries. KH to send map of boards when completed.The OP work is ongoing with regular meetings.KH to share DA survey findings when received.The spend plan was sent to RCC members and signed off by FB.SP are working with HB to pull together figures re the benefit cap. Cardiff have produced a sheet that is very powerful and easy to read. The Vale will work to pull the same information together so that we are able to submit a regional illustration of the impact of the benefit cap. The Llamau petition was pulled due to the election. |  |
| 1. **RDC report to the RCC**

Paper circulated with agenda. KH confirmed that allocation letters have been received from WG and that budgets have remained static, as expected from indicative letters.KH – there is a push for SP and homelessness to align more closely. This is partly due to the fact that the statistics for the Housing (Wales) Act 2014 are not capturing people that SP prevent from becoming homeless. At SPIN it was suggested that people receiving SP services who are statutorily homeless may need to make presentations to the housing options/solutions teams in order to be captured within the stats. However this will have a huge administrative burden on housing options/solutions teams. JT – Cardiff have arranged to open and close a case once it is finished to cut down on some of the administrative burden.KH – New DDAs are needed for work with the SAIL project as the regional DDA is fine for the purposes of the RCC sharing data amongst the members of the group, but not robust enough for the individual LAs to share the data with Swansea University. KH advised that she has adapted the DDA being used by the Gwent Authorities but legal want more information before they will approve it to be used in the Vale and Cardiff. KH advised that this means that the Vale and Cardiff are unable to share their data at this stage which has been recorded by the SAIL administrators. The RCC members are concerned about this as the Vale and Cardiff have previously been criticised for their outcomes and they are concerned that this will be another area in which the region is falling behind. The members requested that this be escalated to someone higher in the legal teams but the people currently dealing with it are the most senior people in the data management teams. The RCC have therefore requested that KH writes a short paragraph, explaining why it is so important and also ask them to speak to legal colleagues in other LAs to discuss their concerns.KH – The RCCs need to carry out a full audit of the substance misuse training available to the housing workforce. There was concern over who this should include. KH advised that currently the RDCs are looking at SP funded providers and the LA staff. Members agreed that we should concentrate on SP funded providers and Housing Solutions staff. KH – All SP leads and HB leads will be contacted as part of the Supported Housing Review and that it is vital that everyone feeds into this as it will be the most accurate way of sizing the pot. JT – Cardiff are going through the information at the moment but it’s a huge exercise. PT and HJ are getting the information for the Vale.JT raised a concern that that OP accommodation doesn’t necessarily come under supported accommodation but the rent is much higher than general needs properties.  |  |
| 1. **Vale LA update**

HJ – I’m meeting with HB re the Supported Housing Review. We’re working with Cardiff on the regional Older Person’s services commissioning. WG have agreed an extension on the Aylward recommendations until October.We’re also working with Cardiff re DA services which is looking positive.  |  |
| 1. **Cardiff LA update**

Paper tabled.NS - Generic Floating Support Services retender – the providers appointed were Pobl and Salvation Army/United Welsh consortium. The new contracts started on 1st April and there was lots of good work between the incoming and outgoing providers in the transition. We are looking to regionalise the OP services. Cardiff are also piloting an independent living, floating support contract. The gender specific tendering is part of phase 1. Welsh Women’s Aid are working with Cardiff on the specification for the tender which will include IDVAs, floating support etc. NS will circulate a report on DA to the RCC. The timetable for this tender has been drawn up with Procurement. A timetable for the retendering of young person’s services has been drawn up. This will be part of phase 2 of the commissioning timetable with consultation workshops beginning in June/July and contracts in place for 1st April 2018. The Flying Start virement allowed the outreach service to be expanded to offer support on weekends and evenings; an increase in accommodation options for rough sleepers at the Wallich Nightshelter; mental health support and a review of the accommodation and support options available for young people. Cardiff received 14 proposals under the innovation bids process. 4 of these were viable options and some of the proposals that don’t fit in neatly to SP are good and still being looked at by the LA.PT – it would be useful to have an update on the projects that are being looked at regionally.JT – we’re exploring options at the moment, and mapping need. There are low numbers of male victims of DA, which is one of the groups we’re looking at. FB – gender specific services don’t feed into DA data.HJ – The Vale use DA as the category so it is more difficult for us to fit in with the gender specific stuff. The Vale had a development session on DA and substance misuse. It should have included mental health.FB – it should also have included young people etc. It’s difficult to follow need as the person’s category of support doesn’t always reflect their needs.JT – We start with the client category as what is suitable for young people with mental health wouldn’t necessarily be appropriate for older people with mental health.  |  |
| 1. **Commissioning**

Paper tabled.Cardiff have produced a paper on the effect the benefit cap is having on households in Cardiff. JT – it is a huge piece of work, with the biggest challenge being trying to find accommodation that is affordable for large families. There is a total of £43K per week needed to top up the cap in Cardiff alone. FB – we need to do this at an RCC level. We need to get figures together. Could the Vale do the same as Cardiff?CM – case studies could be useful to bring the figures to life. FB – it would be good if all RCCs could come up with a similar paper to Cardiff’s. We can ask the other RDCs to try to get something like this together. JT – Leah Whittey from Cardiff HB pulled this paper together and will probably help the Vale if needed.YC – did you have to employ someone to do this work?JT – we have a whole team working on benefit reform.YC – the resources going into this staff wise is also important.FB – if we put too much in they will lose the will to discuss it.HJ – there is also the hidden cost of families topping up rents.JT – we are also employing someone to look specifically at the under 35s.FB – it’s getting to the stage where no landlord will take certain client groups. JB – it’s discrimination against certain groups.JT – we are seeing certain groups being overly effected, especially ethnic minorities and lone parents.  | Vale to get benefit cap figures in same format as Cardiff’s |
| 1. **Welsh Government update**

Paper circulated with agenda.No one was in attendance from WG. The RCC wants us to express our concerns that WG are not represented at the RCC as often as they should and this is causing an issue with the governance. It was accepted that there are capacity issues at the moment, but as members are expected to attend 75% of meetings, we should express our concern.  |  |
| 1. **Annual Review**

KH explained that the Annual Review is due to be submitted to WG on 30th June and asked if the RCC wanted to appoint a task and finish group as they did last year or if they wanted it completed by herself and the SP leads for approval. YC and JB volunteered to be part of the task and finish group. PR was nominated in his absence. The SP leads will also be involved. KH will send questions out to the RCC for input. It would be useful if everyone can feed into these questions. FB – there will be a governance group meeting next week so there may be some amendments to the headings but will be fairly similar to last year.  | **KH to send annual review to RCC for information.****RCC members to feed into the sections of the annual review****KH to pull task and finish group together (NS, HJ, JB, YC, PR)** |
| 1. **Vale and Cardiff quarter 4 outturns**

Quarter 4 outturns were signed off and submitted on time to WG.  |  |
| 1. **Outcomes task and finish group**

KH gave update on the outcomes task and finish group in PR’s absence.KH advised that the group had discovered that the Vale and Cardiff were collecting outcomes slightly differently than the way other regions were. KH explained that the outcomes process the Vale and Cardiff use involves collating the number of positive outcomes that span 2 outcomes periods. However, many people may start and end support within 1 outcome period, especially in areas where there is a lot of short term accommodation such as Cardiff. Through speaking with other SP managers, the group had discovered that other areas manually count people that start and end support within the same period and add these to the total number of outcomes, which would explain the difference between the Vale and Cardiff and other regions’ outcomes. KH had spoken to DL re this and DL had asked the Vale and Cardiff to carry out the outcomes process the same way as the other regions. KH advised that this involved a lot of extra work, especially for Cardiff but the outcomes submitted in February were done the same way as the other regions so hopefully they will be more in line with the rest of Wales.  FB – Can we ask PR and Sue Gershenson (Llamau) to write to providers to explain why we are changing the way we collect outcomes.The RCC would also like something in writing from WG confirming that we are collecting outcomes the way they want them collected. The RCC want SPNAB updated on the expectations of the outcomes.  | KH to ask WG for an email confirming new outcomes process |
| 1. **Older Person’s task and finish group**

HJ – OP task and finish group didn’t meet but the Vale and Cardiff are having joint meetings to discuss OP services. Cardiff are now Aylward compliant with their support services for older people. We have been given an extra year to make the alarms Aylward compliant, and we are looking to make alarms regional too. |  |
| 1. **Work with Communities First, Families First and Flying Start**

 HJ – PAG pilot is going well. They have found that there is no duplication of interventions. Everyone agreed that they found the workshop in the Vale useful.FB – could we do something like this as part of a development session?JT – Cardiff now have representation from Public Health on their PAG. They are meeting re the new employability grant, youth services, disability strand etc. and are considering what they want rather than just recommissioning what they had.  |  |
| 1. **Risk log monitoring**

FB – actions on benefit cap to be added to risk register.PT – SAIL should be added to risk register. | **KH to add benefit cap and SAIL to risk register** |
| 1. **LHA for Supported Housing**

Discussions re the LHA for social housing are going on. This will also effect older people in a way that other benefit changes haven’t from 2019. The RCC want to suggest to SPNAB that this work gets taken forward. |  |
| 1. **Ideas for July Development Session**

KH asked for suggestions for July’s development session.PT – joint commissioning would be useful as there is some going on at the moment.KH suggested the changes going on with DA in regards to potential regionalisation etc.FB – KH to email out a round robin of ideas to members.CM – agenda general election. | **KH to send email to RCC asking for development session ideas.****KH to agenda the General Election** |
| 1. **RSB representation**

It was decided that it would be best to see who gets the position of Chair of the RPB before looking at representation. |  |
| 1. **AOB**

CM – I’ve been approached by a long term services provider with a query about a supported living contract. The contract allows for any new units in the area to be given to the provider in that area with no extra funding. This has meant that the provider has had to take on an extra 20 units at no extra cost so he has asked for it to be raised at the RCC. FB – they’ll need to look at the contract and raise it there, then raise it with the LA if still unsatisfied, and then to RCC if there is still an issue. PT – if it’s a global services contract, social services will have to pay full cost if no SP funding. CM – this is my last RCC as I’m leaving Dimensions. KH asked for LA reps to be mentors for the new RCC reps. HJ will mentor JB and NS will mentor YC. YC, NS, JB and HJ passed on their apologies for the July meeting.  |  |

**Date of Next 2 Meetings**

2pm, Tuesday, 5th September 2017

Venue to be agreed

2pm, Tuesday 7th November 2017

Venue to be agreed