

**VALE OF GLAMORGAN AND CARDIFF
REGIONAL COLLABORATIVE COMMITTEE
Minutes 13 January 2015**

Present:

Frances Beecher–Cymorth
Ceri Meloy - Cymorth
Cllr Susan Elsmore – Cardiff
Mike Ingram – VGC
Jane Thomas- CCC
Helen Jones – CHC
Mark Sheridan – CHC
Dr Sian Griffiths – Public Health Wales

Meredith Gardiner – V&CUHB
Simon Protheroe – Welsh Government
Steve Lynch – Welsh Government
Neil Sutcliffe – CCC
Chris Maggs (CrM) – SPNAB
Chris Price - WLGA
Sarah Capstick – RDC (minutes)

Apologies:

Cllr Bronwen Brooks – VGC (Chair)
Jeff Gooch - Cymorth
Phil Richardson – CHC
Donna Lemin – Welsh Government
Pam Toms – VGC

Did not attend:

David Bebb – Probation

Agenda item	Action
<p>1. Welcome, introduction, apologies and declaration of interest</p> <p>The Vice-chair welcomed everyone to the meeting and explained that the Chair was unwell and had sent her apologies. Introductions were made around the table.</p> <p>FB welcomed CP, SP and SL.</p> <p>Apologies were received.</p> <p>The Chair asked if there were any new declarations of interest. CM – Currently one of the organisations going through the LD tender process with Cardiff.</p>	
<p>2. Minutes of meeting, 4 November 2014 and Matters Arising</p> <p>No amendments to the Minutes of the meeting on the 4 November 2014 were raised.</p> <p>The minutes were approved unanimously.</p>	

<p>Matters arising:</p> <p>SE – A meeting is due to take place shortly between the 2 Cabinet Members.</p> <p>SC – The RCC newsletter has been further delayed, but is only 2 pages from being completed, and there is just one more piece of information that I need to chase up. So it will be done as soon as possible.</p> <p>NS – The Cardiff Learning Disability supported living service, has completed the PQQ stage, 30 organisations have been shortlisted and invited to tender. The tender deadline is the 26 January 2015.</p> <p>NS – There are 5 contracts with 4 providers still outstanding, these are being followed up with the providers.</p> <p>All other matters are covered under other agenda items or have been completed.</p> <p>Action Meeting between the Cabinet Members from both Local Authorities to take place.</p> <p>RCC newsletter to be finished, translated into Welsh and circulated.</p>	<p>SE / BB</p> <p>SC</p>
<p>3. RDC report to the RCC, including the work plan and Welsh Government notices.</p> <p>The RDC report and the workplans were issued prior to the meeting along with the Welsh Government update.</p> <p>SC – There has been a lot of correspondence since the last meeting which is included in the report. I had an email from DL after the papers were issued to remind that the deadline for the Spend Plan and Regional Plans cannot be moved.</p> <p>SL – The Welsh Government update was circulated by DL. The spend plans for 2015/16 are based on indicative figures and can be submitted with caveats if not yet been approved by the LA Cabinets. The Memorandum of Understanding has been completed and is now going through the process of being checked before it is issued. The Outcomes data is much improved with 49,000 returned which is an increase of over 50% on the last submission.</p>	
<p>4. RCP task and finish group update</p> <p>Paper circulated with the agenda.</p> <p>A recommendation was made by the task and finish group for the 2016/19 regional plan to be developed by a task and finish group</p>	

<p>again. But that the group should start in April 2015 and that the following additional tasks should be added to the timeframe for the group:</p> <ul style="list-style-type: none"> • Needs mapping • Service user involvement • Production of an easy read version • Production of the Welsh Language version. <p>The recommendation was unanimously agreed by the RCC.</p> <p>FB asked if the RCC members who were on the 2015/18 task and finish group were willing to continue on the group. All agreed.</p> <p>Action Co-opted members of the task and finish group to be contacted separately.</p> <p>RCP 2016/19 task and finish group first meeting to be arranged for April 2015.</p>	<p>SC</p> <p>SC</p>
<p>5. Draft 2015/18 RCP and 2015/16 Spend plan for approval</p> <p>The Regional Plan and Easy read version were circulated ahead of the meeting. The spend plan was circulated with the caveats that the LA spend plans were still to be agreed by cabinet and the explanations for the variances over 10%.</p> <p>FB asked for any comments on the spend plan. CrM – What is the impact of the spend plan? SE – We have worked to protect the service user as much as possible. MS – The provider and landlord reps provided evidence to Cardiff’s scrutiny committee, that there is no control in the method, it is crude. It leaves those with the highest need the most vulnerable. JT – We have developed a flatter structure and are trying to provide transitional funding to limit the impact. Majority of providers are ok with the changes. All providers have said that they can’t make any more cuts, it has left them on the edge of viability. Any cuts that have to be managed for 2016/17 will affect some service users. HJ – There has been no service user involvement, but this is being factored in for next year. JT – There will be much more opportunity for engagement next year. SE – Could the task and finish group factor in seeing how the changes for 2015/16 impact on service users? CP – Need to start planning now for cuts in 2016/17. SE – There is a need for more lobbying and being more forceful with Welsh Government, as any more cuts will affect vulnerable people. JT – There are differences of opinion when funding is being cut, having a full regional consensus is very difficult. CrM – Everything needs to be open and transparent. There should</p>	

<p>be a critique of the difficult world we are in. It isn't about hiding where there are difficulties.</p> <p>SP – It would be good to include information in the plan, could be around the cuts.</p> <p>SC – The detail around cuts is in the Local Commissioning Plans which are going to both Cabinets this month. The EIAs are part of the process. Once both are agreed the LCPs and EIAs will be circulated to the RCC.</p> <p>FB – There was a letter from the scrutiny committee which raised a number of points, this letter needs to be shared with the RCC. One of the points raised was that service standards should not be driven down by re-commissioning of services at a lower rate.</p> <p>Spend Plan for 2015/16 was unanimously agreed with the caveats and explanations provided.</p> <p>Regional Plan 2015/18 any small amendments, word corrections and grammar, to be emailed to SC tomorrow (14 January 2015).</p> <p>The following to be added to the Regional Plan following the discussion above: “The RCC and both LAs have been able to minimise the impact of the cuts on service users for 2015/16. However, we have been told by providers that any further cuts will stop services being viable. Any further cuts in SP funding across the region will result in services being lost, and service users impacted upon.” – P27 Regional Spend Plan.</p> <p>No other changes suggested.</p> <p>Regional Plan 2015/18 unanimously agreed with the above amendment.</p> <p>The RCC thanked the members of the task and finish group and the RCC members for Health for all their work in the development of the Regional Plan 2015/18</p>	
<p>Actions LCPs and EIAs to be circulated to the RCC once agreed by the LA Cabinets.</p>	PT/NS/SC
<p>Spend Plan 2015/16 to be submitted with explanations and caveats to Welsh Government by the 19 January 2015.</p>	SC
<p>Any amendments to the Spend Plan 2015/16 to be notified to the RCC and Welsh Government following the Cabinet meetings.</p>	PT/NS/SC
<p>Regional Spend Plan 2015/16 to be physically signed by the RDC and Chair only after both LA Cabinets have approved the individual plans.</p>	BB/SC
<p>Small amendments that do not alter the meanings within the Plan to</p>	All

<p>be provided to SC by close of business on 14 January 2015</p> <p>Amendments to be made to the Regional Plan 2015/18 and submitted to the Welsh Government by the 19 January 2015 and copied to the RCC.</p> <p>Scrutiny letter from Cardiff to be circulated to the RCC</p>	<p>SC</p> <p>FB / SC</p>
<p>6. SP & Homelessness working together to meet the Housing (Wales) Act 2014 Duties</p> <p>CP provided a presentation to the RCC meeting. Slides were provided as a handout and the presentation is to be circulated electronically after the meeting.</p> <p>SE – Why was Denbighshire chosen to work with? CP – They volunteered.</p> <p>The Housing (Wales) Act and Social Care and Wellbeing (Wales) Act aim to fill the gaps that SP previously filled. Which means that SP will be helping LA duties, rather than remain outside of them. WHO12 should include if a 'short term support intervention' prevented homelessness, this would help demonstrate the value of SP services.</p> <p>CM – WHO12 amendments, has any progress been made? CP – Suggestion has been made to Welsh Government who are considering it.</p> <p>SP confirmed that the Welsh Government are still aiming for implementation of the Housing (Wales) Act by the end of April. Part of the reason is the funding for implementation. Guidance and other documents are due out for consultation very soon.</p> <p>JT – It doesn't give much time for training of staff when the guidance is not yet available. SP – Training has already started, and feedback is that it is very useful. Training has taken place in the Vale of Glamorgan and Swansea so far.</p> <p>MG – With a large number of prisoners falling outside the housing duty, are these single person households or family households? CP – They will almost all be single person households. It is really important that we work with the prisons etc to try and prevent homelessness when someone is released.</p> <p>MI – Across the 22 LAs in Wales, what are the links like between SP and Homelessness? CP – It varies. If the Head of Housing and SP are the same then they appear to work together better. CrM – It is interesting that linkages need to be made between homelessness and SP teams, as that is where SP started from.</p>	

<p>SP – The Housing (Wales) Act has the need for the Homelessness Strategy to be driving forward SP as a repeating thread.</p> <p>FB – Will the Guidance move SP towards prevention and away from tenure based services?</p> <p>CP – Key thing is to make sure people have support. There needs to be a balance between the short term housing need and the aims for long term independence.</p> <p>FB thanked CP for attending the RCC and providing the presentation.</p>	
<p>7. Landlord and Provider update</p> <p>FB asked for the update from the Landlord and Provider reps.</p> <p>CM – We all attended Cardiff’s scrutiny committee last week. We received a letter asking for more information. This letter has already been agreed to be circulated to the RCC.</p> <p>Agreed that a discussion and feedback should be added to the agenda for the March meeting on the scrutiny letter.</p> <p>MS – The Landlords have circulated the letter to our members, but have not yet had any responses. How we go forward with any future cuts will be interesting.</p> <p>JT – Cardiff are trying to develop the next stages of a plan for managing more cuts and will then start to consult on it. Next time it will be in smaller groups and will involve service users as well. We will be developing this soon.</p> <p>Actions</p> <p>Cardiff to provide information on the next stages it plans to take, once they have developed the plan.</p> <p>Cardiff scrutiny letter, responses and feedback to be added to the agenda for the next meeting.</p>	<p>JT/NS</p> <p>BB/FB/SC</p>
<p>8. April to September 2014 Outcomes</p> <p>Outcomes report was circulated with the agenda in advance of the meeting.</p> <p>SC – The report was developed with the help of the task and finish group. There were a number of issues that the group wanted to raise with the RCC:</p> <ul style="list-style-type: none"> • Gaps in data collection identified by the LAs (p.2) • The continuing trend of a decrease in the number of positive outcomes between reporting periods (p.2) • There will always be a number of people for whom no progression is available due to them being a new service user, this percentage has increased since the last report and the group anticipate it remaining high with changes in service 	

<p>provision (p.3)</p> <ul style="list-style-type: none"> • Concern about the lack of consistency in how the outcomes are completed, which the task and finish group are already looking at specifically. • Differences in service performance across the region, whilst some will be explained by consistency – what else is affecting them? (p.6&7) <p>SG – The task and finish group wanted the report to provide an overview of the data. The amount of data collected is large and we wanted to keep it as manageable as possible. Is there any suggestions on how we could improve the report next time?</p> <p>CrM – The detail should be used to ask questions. Profiling for what is reasonable.</p> <p>SP – If data for older persons services is removed, would this change the analysis? The Welsh Government have been looking at the Outcomes and a paper will be out as soon as possible.</p> <p>FB – The RCC can ask the task and finish group to look at the specific issues that have been raised in more detail.</p> <p>Agreed that the issues raised should be referred to the task and finish group to look at in more detail.</p> <p>Action Issues raised in the report to be referred to the task and finish group to look at why they are occurring and recommend any solutions.</p>	T&F group
<p>9. Outcomes task and finish group update</p> <p>Paper circulated with the agenda.</p> <p>No additional comments</p>	
<p>10. Older persons task and finish group update</p> <p>Paper circulated with the agenda ahead of the meeting.</p> <p>HJ provided a summary of the work being carried out by the task and finish group. The time line is currently out for consultation. A meeting has been arranged for next week with all providers of SP funded older persons services, with 8 out of 12 so far confirmed as attending. Work has started on the pre-time line documents as well.</p> <p>HJ asked for the work of the task and finish group to be agreed as an example of best practice. Some LAs in other regions are dealing with the change very differently, where as we are being as inclusive as possible, meeting the requirements and protecting those who need a service. This was agreed.</p> <p>Action Work of the task and finish group to be provided as best practice in</p>	SC

the SPNAB report.	
<p>11. Service User Involvement task and finish group – reconvening of the group</p> <p>At the September 2014 RCC meeting it was agreed that the task and finish group would be set up again. Are the RCC members who were on the group last time able to be again and is there anyone else who wants to join the group?</p> <p>CM, who chaired the original group, agreed to be on the group again. JT, volunteered to join the group.</p> <p>SC to liaise with CM and JT to set the first meeting. The other members of the original task and finish group to be contacted to see if they are willing to be part of it again.</p> <p>Actions</p> <p>Date for the first meeting of the task and finish group to be set.</p> <p>Members of the old task and finish group to be invited to be part of the new one.</p>	<p>CM /JT/SC</p> <p>SC</p>
<p>12. Collaboration, Good Practice and Innovations</p> <p>Paper circulated with the agenda about Dementia Friendly Communities and Dementia Friends.</p> <p>SC – Parts of Cardiff and the Vale of Glamorgan are pilot areas for Dementia Friendly Communities and are the first in Wales. FB – It would be great if the whole of Wales could get involved and be Dementia Friendly Communities.</p>	
<p>13. Any other Business</p> <p>FB reminded everyone about the Vision and Values meeting with CrM which is due to take place on the 23 March 2015.</p> <p>CrM – The guidance said that the vision and values should be reviewed. The Millar Review restated that they should be reviewed. We are trying to develop a strategic objective, something for the long term rather than a vision for next year. The conversation is starting with the six RCCs, starting in Gwent and then North Wales, you are towards the end of the process. What has been discussed previously will be brought forward to the meeting with the next RCC. Once we have met with all of the RCCs we will send out the vision and values based on those discussions for consultation. The vision and values will then form the basis for the guidance document which is due to also be reviewed.</p> <p>MS – There are somethings that are included in the guidance that don't need to be included and other things that were never finished that need to be added.</p>	

No other business was raised.	
<p>14. Agenda items for the March 2015</p> <p>Agenda items for March 2015 were provided with the agenda for this meeting.</p> <p>SC – The Police and Crime Commissioner will depend on if they respond to my invite.</p> <p>NS – Cardiff Young Persons Accommodation update, will depend on if there is anything to update.</p> <p>CM – Reminded that an agenda item was agreed to be added earlier in the meeting.</p> <p>[SP apologised and left the meeting]</p> <p>Action Agenda for the March meeting to be set and circulated.</p>	BB/FB/SC
<p>FB thanked everyone for their attendance and contributions.</p> <p>Meeting ended</p>	

Date of Next Meetings

2pm, Tuesday, 3 March 2015
Armstrong Room, Wilcox House, Cardiff

2pm, Tuesday, 5 May 2015
Committee Room 1, Civic Offices, Barry