



Action Points
Shropshire VCS Assembly Board
16 January 2013
9.30am, Guildhall Chamber, Guildhall

Attended

Board Members		
Sonia Roberts	Chair, VCS Assembly	SR
Rosemary Collie	Green Shropshire Xchange	RC
Jackie Jeffrey	Vice Chair, VCS Assembly	JJ
Carola Fielden	Visual Arts Network	NS
Robin Durham	Criminal Justice Forum	RD
Maxine Betts	Shropshire Infrastructure Partnership	MB
Sue Fry	Partners for Social Enterprise	SF
Bob Morgan	Mental Health Forum	BM
Helen Redwood	County Sports Partnership	HR
Roy Waterfield	County Sports Partnership	RW
Heather Osbourne	Older Peoples Forum	HO
Hilary Paddock	Housing Support Forum	HP
In Attendance		
Sarah Dodds	VCSA Coordinator	SD
Elaine Griffiths	VCSA Coordinator	EG
Charlotte Green	VCSA Administrator	CG
Daniel Brockley	Shropshire Graduate – VCSA	DF
Pauline James	VCS Support Officer	PJ
Tom Roehricht	IP&E, Managing Director	TR
Julie Tustin	Shropshire Providers Consortium	JT
Jean Hines	Shropshire Providers Consortium	JH
Jane James	Shropshire Providers Consortium	JJ

Apologies

Apologies were received and noted from Anne Seymour, Linda Cox, Nicola McPherson, Mark Hignett, Neville Street and Gill Pitt.

Item

1. Welcome, introduction, apologies

SR welcomed everyone to the meeting, introductions were made.

Shropshire Provider Consortium (SPC) colleagues were welcomed to the meeting. Details of roles and contact details were requested to be sent to board members.

CG

2. Declaration of Interests

There were no declarations of interest recorded.

3. Minutes of the last meeting

It was noted that Heather Osbourne had been present at the last meeting and the minutes would be updated to reflect this. Otherwise the minutes were recorded as accurate.

CG

4. New Membership application, County Sports Partnership

Helen Redwood and Roy Waterfield were invited to the meeting to provide an overview of the proposed new Forum of Interest, the County Sports Partnership. After reviewing the eligibility criteria they are confident that they meet the criteria to become a Forum of Interest.

HR and RW were asked to leave the room to enable the Board to make it's decision.

SR asked the Board for approval of the forum. BM proposed approval and HO seconded the decision.

HR and RW were informed of the decision and thanked the Board for their time and then left the meeting.

5. Terms of Reference Review – approval and sign off

EG tabled a paper proposing updated Terms of Reference for the VCSA Board. The Board were asked to consider the paper, provide comments and approval as appropriate. EG highlighted the changes within the updated Terms of Reference paper.

Comments received from the Board were as follows;

- Laurel Roberts has been asked to represent the whole county rather than to continue with the current structure of three VCS area representatives. CF asked whether there was a role description for this new position and asked that this be circulated to the group to understand what the remit of the role is.

ACTION

1. EG to draft a role description for the VCS representative and share with the Board for consideration and comment.
2. EG to circulate items relating to area arrangements.

EG

EG

- JR asked whether the Board should consider having two representatives rather than a single person doing the role. It was agreed that it would be helpful to have one or more vice area representatives as this would enable different area perspectives to be brought into the role as well as the ability to support each other.

SR confirmed that in principal the Board were happy to adopt the new Terms of Reference.

6. Tom Roehricht, Managing Director, Inspiring Partnerships and Enterprise (ip&e)

Tom Roehricht was invited to the meeting to provide an overview of the role of ip&e. A copy of Tom's presentation is attached to the minutes.

Detailed below are the questions and corresponding answers from the Board.

- RC asked how the idea of ip&e will encourage and build the aspiration of developing small businesses in Shropshire .TR stressed that ip&e will move to look to at what else they can deliver over and above current service moving from direct delivery by the Council to ip&e delivery. HE stressed that ip&e should not displace existing services or seek to have detrimental impact on local employers.
- HP identified that the Council is currently VAT exempt. Moving to a ltd company would mean that costs will go up by 20% (the cost of VAT). The council will be able to claim this VAT back. SR noted that this would be in the favour of VCS organisations as we too are also exempt.
- RD noted it is clear that the ip&e model could fit easily and quickly for some council services, for example Shire Services, but there will be other services which by their nature are intrinsically more complex, for example criminal justice and disability services. The challenge will be greater here for ip&e delivery as there is a need to understand the relationships between agencies and to have the people with the right skills and experience to enable the role to be carried out effectively. TR responded that although ip&e will be considered the Council's preferred supplier it can refuse to take on commissioning opportunities. TR also confirmed that statutory roles will be retained by the Council and opportunities for delivery will only be moved to

ip&e if there is a sound business case in agreement between the Council and ip&e

- BM asked whether this model of commissioning had been used elsewhere to which TR responded that other Councils are looking at adopting a similar model but are in the same development stages as Shropshire. Also mentioned was whether being a Ltd company means limited safeguards and risks to which TR responded that the worst case scenario is that ip&e goes bust but the services will go back to Shropshire Council and therefore the services are protected.
- CF asked who ip&e are accountable to, to which TR responded that they are accountable to Shropshire Council as 100% owned by the Council. The ip&e Board is made up of 2 council officers, 2 council members and the managing director being TR. Any decisions and/or changes made by the ip&e board need to be ratified by Cabinet for approval.
- SF highlighted the importance of working with and engaging the VCS. VCS organisations can provide added value particularly to small contracts. TR responded that the main role for ip&e is to build jobs rather than take them away from Shropshire. They want to work with organisations in Shropshire to help them build jobs therefore the focus is not necessarily always to do things cheaper but can also be with a mind set to ensure jobs are kept and/or created in Shropshire.
- HO asked how the commissioner – provider model split works between the Council and ip&e. TC said that there needs to be a clear distinction between ip&e and the Council. All interests are declared at the Board and both ip&e and the Council need to take separate legal advice.
- MB asked what the impact will be on residents understanding of who is delivering their services. TR responded that currently the Council delivers a range of services to individual organisations so it can be difficult to understand who within the Council is actually responsible. ip&e will move to having a single point of contact (Similar to a business to business model.)
- SR stressed the need for ip&e to link into existing partnerships and also the challenge for VCS organisations who are subcontractors as part of larger contractual relationship. It was agreed that SR, as the chair of the VCSA, would meet further with TR to better understand the inter relationships between ip&e, the Council and the VCSA.

SR

SR gave thanks to Tom for presenting to the Board and explaining the remit of ip&e.

7. Chair's report

SR provided an overview of current activity.

SR met recently with Jackie Jeffrey, Roy Waterfield and Clive Wright. This was to brief Clive on the work of SPC and the VCSA and to discuss future partnership arrangements. The timing of the meeting was fortuitous as CW had recently taken up his new role as Operations Director for the Council. The meeting was productive and CW confirmed that he wants to continue the relationship with the VCSA and development of the Compact. At a Council level there is still work to do on commissioning and ensuring that services available locally are planned dependent on need rather than a post code lottery.

CF asked whether there is a possibility of recommending an advocacy system rather than having to raise a concern against the Compact. This means having to raise a complaint against the commissioner and this can be uncomfortable. There have been occasions where there are concerns in relation to Council engagements in relation to the Compact. SD requested all forums feedback to her directly any concerns they have and she will feedback these to the work of the Compact Review Group.

SD

SD offered to chase up the FOI request with regards to funding for the VCS.

SD

JR asked if the contact information was available yet for the community care coordinators as this was to be shared with the Board. SR confirmed that this has not yet been received and asked this to be chased up with Karen Higgins at the CCG.

CG

8. Forum of Interest Support and Development

PJ provided an overview of the Forum of Interest support and development work. A copy of the report is attached to the minutes.

It was mentioned that the launch event for the Shropshire Providers Consortium was planned for 4th February, 4.00 til 6.00pm, invitations to follow. It was agreed to send the contact details for SPC colleagues to Board members for information.

CG

PJ has been approached by the Carers Forum. They have expressed an interest in being represented on the VCSA Board. JR raised a concern that the Carers Forum is made up of individuals rather than organisations and therefore may not meet the minimum criteria to have representation on the VCSA Board. PJ is having a meeting with them in February and will feed back to the Board.

9. Forum of Interest Reports ; key points

Forum of Interest reports were circulated prior to the meeting. Key elements from each forum were as follows;

- Older Peoples Forum

A full public assembly meeting is planned for 4th February. Highlighted issues identified are increases to day care charges. A meeting is being arranged with Keith Barrow and Anne Hartley to identify what alternative provision is being made available.

- Mental Health Forum

BM raised concerns that the VCSA newsletter was no longer available. DB explained that members should be receiving weekly email updates providing an overview of weekly activity and news. Members were not confident that this was happening and DB agreed to establish whether the weekly news updates and alerts were being successfully sent to VCSA members.

DB

BM mentioned that the Health and Wellbeing Strategy consultation had been extended and that there was nothing within the strategy that identified the work that the VCS contribute towards. It was agreed within the group that it was important for members to feed into the consultation at the forthcoming event at the football ground.

SR offered to coordinate feedback on the H&WB strategy from members and any issues and take back to the next Health and Well Being Board.

SR

- Partners for Social Enterprise

SF provided an update on the work of the forum and highlighted key developments. She spoke of the next planned event.

- Pan Disability Forum

JR confirmed that they are meeting People to People in March

- Green Shropshire Xchange

The Green Shropshire Xchange is up and running and being used as a forum for discussion. The annual conference is planned for the end of April. The venue and date are yet to be confirmed.

- Visual Arts Network

CF confirmed that they are looking to put a bid together with colleagues working in the Heritage sector.

- Shropshire Infrastructure Partnership

The Shropshire Infrastructure Partnership is meeting on 13th January.

- Childrens Summit
- EG confirmed that the Summit is next planning to meet on 8th March and will be looking to clarify the changes to Children's Services.
- It was agreed that it would be helpful to identify the dates of Forums future meetings within the forum feedback reports. PJ to review the template and add a section to enable forums to identify future meeting dates. **PJ**
- 10. Communications; Website, leaflet distribution, strategy**
- DB encouraged all members to take time to review the website and provide any feedback to DB directly. **All**
- If there are news items or events that forums are keen to publicise then these can be uploaded to the website. Forums were encouraged to return dates of meetings and news items to be included for DB to upload. **All**
- 11. Annual Assembly**
- A draft agenda for the assembly was circulated in advance of the meeting. A key item of discussion will be Welfare Reform building on the feedback from the Big Debate. Steph Jackson has been asked to provide an overview of how Shropshire will be responding to Welfare Reform.
- The AGM will be an opportunity to review the Compact and the CCG will attend to formally sign up to the Compact.
- HP suggested it would be helpful for each of the forums to look at the impact of Welfare Reform on their activities and bring back to the next board meeting. **All**
- 12. Nominations for Vice Chair**
- SD made a plea for nominations for the position of Vice Chair which will become vacant once JJ takes the position of Chair in April. Any nominations to be sent directly back to sarah.dodds@shropshire.gov.uk **All**
- The meeting closed at 12.45pm

13. Dates and Times of future meetings

Board meeting dates 2013

- 17th April 2013, 9.30am, Council Chamber, Shirehall
- 17th July 2013, 9.30am, Council Chamber, Shirehall
- 16th October 2013, 9.30am, Council Chamber, Shirehall

Annual VCS Assembly

Wednesday 24th April, 2013, Shrewsbury Town Football Club

Actions Agreed

All actions identified at the meeting are attached to these minutes as Annex A.