



Action Points
Shropshire VCS Assembly Board
 17 April January 2013
 9.30am, Council Chamber, Shirehall

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	CF
Sue Fry	Partners for Social Enterprise	SF
John Dodson	Older Peoples Forum	JD
Hilary Paddock	Housing Support Forum	HP
Anne Seymour	Childrens Summit	AS
Gill Pitt	Training Providers Consortium	GP
Jean Robinson	Pan Disability Forum	JR
Laurel Roberts	Northern Area Representative	LR
Lilian Owens	Mental Health Forum	LO
Linda Cox	Community Transport Forum	LC
Marion Youens	Information Advice and Guidance Forum	MY
Maxine Betts (now Smith)	Shropshire Infrastructure Partnership	MB
Nicola McPherson	Health and Social Care Forum	NP
In Attendance		
Sarah Dodds	VCSA Coordinator	SD
Elaine Griffiths	VCSA Coordinator	EG
Charlotte Green	VCSA Administrator	CG
Kate MacDonald	Shropshire Graduate – VCSA	DF
Pauline James	VCS Support Officer	PJ

Apologies

Apologies were received and noted from Robin Durham and Heather Osbourne.

Item

1. Welcome, introduction, apologies

SR welcomed everyone to the meeting, introductions were made.

2. Declaration of Interests

There were no declarations of interest recorded.

3. Minutes of the last meeting

The group discussed the area representative role description and the need for strong links with the locality commissioning activity. It was agreed that EG and SD would meet with LR to determine how to take the roles of area representatives forward and bring back to the next board meeting.

EG/SD/LR

If other board members would like to be involved in the meeting then to contact Sarah directly.

All

It was confirmed that once the roles were agreed they would be advertised to the VCOSA membership.

EG/SD

4. Chairs Report

SR provided an overview of current activity although had not been able to attend a number meetings due to illness.

The locality commissioning work will be covered in the meeting under item 11.

SR attended the Health and Wellbeing Board chaired by Caron Morton. The meeting was action focused and provided a new sense of drive and direction which could in part be due to the influence of the CCG and Health Authority. Each board member will be asked to take a lead on a strategic element of the strategy and take this forward on behalf of the H&WB Board.

SR agreed to confirm the leads for each individual element once they are available to share with board members.

SR

A major item of discussion at the H&WB Board was to develop Shropshire as a dementia friendly county. SR proposed that the VCOSA board takes up the challenge and encourages member organisations to take up the offer of training being offered through the Alzheimer's Society.

This was proposed by HP and seconded by LC.

It was agreed to circulate the information relating to becoming a dementia friendly county to the Board.

CG

5. Modernisation Projects

PJ provided an overview of the Forum of Interest support and development work. A copy of the report was made available.

PJ agreed to share the carers forum launch information with board members.

PJ

The board agreed it would be useful to review the questions on the Impact Recession survey prior to the next survey (to include questions on mergers)

SD

The board were asked to consider the four organisations detailed on page 3 of the report who have requested to become members. The board supported the four organisations joining the VCSA.

The board discussed whether it was acceptable for an organisation from outside of Shropshire to join the VCSA. SR confirmed that the VCSA would welcome all new members that were delivering within Shropshire and that this needed to be considered when next reviewing the terms of reference.

AS noted that the national providers who are part of forums bring a considerable amount of experience and strength to meetings and are highly respected.

JJ fed back that one of the aspirations of the locality commissioning work is to ensure funding is kept within Shropshire and it may be helpful for us to monitor how much this is currently happening specifically in relation to the impact of the recession.

SR agreed to speak to SPC to determine whether any local mapping could take place to determine local/out of county split in the awarding of contracts.

SR

SF led the discussion on concerns that small businesses are disadvantaged when bidding for contracts. There is a need for the VCS to engage with the business community to work together to explore contract opportunities.

RC mentioned the need to align this activity with the work of COGS as there is likely to be a significant overlap. It was agreed to share details of COGS within the minutes to better explain what their remit is within Shropshire.

CG

It was agreed that SR would take the idea of linking local businesses with VCS organisations forward with the Business Board and all board members are asked to consider how the VCSA can develop better links with SMEs.

SR

ALL

NP asked what the current position is in relation to funding for the modernisation project. SD confirmed that the funding for the modernisation project finished in March but we are able to continue funding the VCS Support Officer until September in recognition of the invaluable support made for forums of interest and wider VCS activity. Board members were asked to consider funding opportunities to continue with the forum support work.

ALL

6. Forum of Interest Reports

Forum of Interest reports were circulated prior to the meeting. There are 5 key issues to be addressed and these are noted within the report.

SR agreed that these represent key areas for action and the board will need to take these forward.

AS identified the first three actions as emanating from the Childrens Summit. They relate to poor practice within the local authority processes.

SR encouraged all other organisations that have examples of poor practice to come forward and challenge the procedures of the authority. This is a way of challenging, in a non-personal way, highlighting failures within a process rather with an individual.

SR outlined the current work being developed around the Compact with the Office of the Police and Crime Commissioner and the CCG. By having additional partners signing up to the Compact then there should be a more balanced relationship between the Local Authority and the VCSA, with greater accountability.

It was noted that the issue in relation to transport costs and personalised budgets is still an issue. Clients are being told that they have to use a specified provider, so there is no choice. There have been a couple of incidences where clients have challenged the council on their fees and have been successful in having their fees reduced.

The Board were asked to send any specific issues with regards to transport directly to Linda Cox.

ALL

SR proposed developing a subgroup to specifically look at taking forward issues relating to welfare reform, personalisation and fairer charging on behalf of the board. (Thanks to Nicola McPherson who has organised the initial meeting of this group).

All board members are asked to send any issues into the subgroup directly through NM, JR or HP.

ALL

JJ agreed to discuss the issues relating to (a) fragmented processes in relation to commissioning and (b) housing data issues directly with George Candler.

JJ

7. Representation Feedback

A list of known meetings was circulated and the group discussed VCSA representation.

Board members were asked to review the current meeting representation and feedback any additions or amendments directly to SD.

ALL

SD agreed to send a reminder email to the board to review the meeting representation list and ask for volunteers for roles as appropriate.

SD

It was agreed to consider meeting representation as an agenda item at the next board meeting.

CG

8. Compact Development

A paper outlining the development of the Compact was shared with the board. Recommendations are detailed on page one. The need to review and take forward the Compact was highlighted as a priority. It was agreed that having a wider membership including the CCG and P&CC would be advantageous.

Development of the compact will be a major item at the annual assembly.

Board members were asked to review the draft document and provide feedback directly to SD.

ALL

SD to circulate details, including dates, of the Compact group to the board. If board members wish to join the group then to confirm back to SD directly.

SD

9. Appointment of Vice Chair

At the last meeting of the Board members were asked to consider nominations for the Vice Chair position. A nomination has been received and the Board was asked to consider supporting the application. The nomination was put forward by Sonia Roberts proposing Robin Durham, Chair of the Criminal Justice Forum. RD would only be available for 1 year.

The proposal was seconded by CF and the Board welcomes RD to his new role as Vice Chair.

The board discussed whether they should consider proposing a second Vice Chair to support the Chair and Vice Chair in their duties. This would share the responsibility and make the role more attractive to other members of the VCSA board. It was agreed that a second Vice Chair would be sought. All to consider nominations.

ALL

10. VC SA Priorities 2013/14 – developing the programme of work for the coming year

JJ shared the paper outlining the priorities for 2013/14 with the Board. The Board was asked to consider the priorities listed and agree work areas for 2013/14 in advance of the Annual Assembly on the 24th April.

It was agreed that the priority relating to communication, currently identified as item 7, should be placed at the top of the list reflecting its level of importance.

It was agreed to add an additional priority outlining the issues emanating from the forum of interest reports to be taken forward by the proposed sub group.

The board committed to the 2013/14 priorities with the addition of the issue above.

11. Locality Commissioning

NM provided the Board with an update on the work that has been taking place in Church Stretton in relation to locality commissioning.

NM has been invited to attend the governance group made up of strategic partners and local organisations delivering services in Church Stretton. The governance group will look to provide an overview of all of the services being delivered in the area to ensure partners are able to make best use of resources.

This is a new concept and the activity is moving at a fast pace. The expectation is to be commissioning ready in June.

JJ confirmed that in her new role as Chair she will be attending the Leaders Board and is involved in the Decision Accelerator Days planned for early April.

It was agreed to bring locality commissioning as an agenda item to the next meeting. JJ to request a copy of the Locality Commissioning delivery plan from George Candler to share with board members.

LR, EG and SD agreed to consider the best vehicle for feeding back information on the locality commissioning agenda.

12. Draft Annual Report

Board members were asked to consider the draft annual report in advance of

CG

JJ

**LR/SD/
EG**

ALL

the annual assembly and provide feedback to SD directly.

13. Annual Assembly

The annual assembly is planned for 24th April 2013.

14. Dates and Times of future meetings

Board meeting dates 2013

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

SR gave thanks to AS for her time supporting the VCOSA Board and wished her all the best for the future.

The meeting closed at 12.45pm

Actions Agreed

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