

**Mid & West Wales  
Supporting People Programme  
Regional Collaborative Committee**

**Thursday, 13<sup>th</sup> December 2018, 10:00am  
The Plough Inn, Rhosmaen, Llandeilo SA19 6NP**

**Present:**

RCC Members:

Cllr. Jane Tremlett (Chair)  
Dr Gareth Morgan (GM)  
Sue Thomas (ST)  
Jonathan Morgan (JM)  
Chris Harrison  
Jason Smith (JS)  
David Tovey (DT)  
Guy Evans (GE)  
Caroline Davies (CD)

Carmarthenshire County Council  
Hywel Dda University Health Board  
Ceredigion CC  
Carmarthenshire CC  
Carmarthenshire and Pembrokeshire CC  
Providers and Landlords Rep  
Providers and Landlords Rep  
Providers and Landlords Rep  
Providers and Landlords Rep

RCC Advisor:

Alun Jones (AJ) (Temp Chair)  
Gary Proven (GP)  
Adrian Jones (AdJ)  
Anna Henchie (AH)  
Julian Brewer (JB)

Carmarthenshire CC  
Ceredigion CC  
Powys CC  
Ceredigion CC  
Pembrokeshire CC

RDC

Beverly B Davies (BD)

Regional Development Coordinator

**Apologies:**

Cllr Alun Williams (Cllr AW)  
Cllr Pat Davies (Cllr PD)  
Joy James (JJ)  
Emily James (EJ)  
Rachel Evans  
Cllr. James Evans (JE)  
Simon Inkson (SI)  
Stuart Bourne (SB)  
Louise Webster (LW)  
Christine Harley (CH)  
Claire McDonald (CMcD)

Ceredigion County Council (CC)  
Pembrokeshire CC  
Pembrokeshire CC  
Pembrokeshire CC  
Powys CC  
Powys CC  
Powys CC  
Powys Teaching Health Board  
Providers and Landlords Rep  
Probation  
Welsh Government

ITEM	PART 1 - MINUTES/ACTIONS	LEAD
<p><b>1. Welcome, Introductions and Apologies</b></p>	<p>Chair welcomed everybody. All made their self-introductions. BD cited the apologies.</p> <p>Chair mentioned apologies from Claire McDonald from WG. CMcD was set to deliver presentation on Children and Communities Grant and HSG, and how the two grants can work together; presentation to be rescheduled in the next meeting.</p>	<p><b>Chair</b> <b>All</b> <b>BD</b></p> <p><b>Chair</b></p>
<p><b>2. Minutes of the Last Meeting &amp; Matters Arising</b></p> <p><b>Action</b></p>	<p>The Minutes of the last meeting were reviewed and agreed to be accurate.</p> <p>DT suggested that RCC service providers and landlords representatives are representing all providers and landlords in the region and not their specific organisations; this should be reflected in Minutes (and RCC structures).</p> <p>BD to amend the Minutes to reflect above recommendations</p> <p>Chair reviewed the Action Summary. Off-the-shelf projects and slippage money were scheduled as agenda item for this meeting.</p> <p>Dates for 2019 meetings have been proposed. Chair invited all to diarize suggested dates.</p>	<p><b>All</b></p> <p><b>DT</b></p> <p><b>BD</b></p>
<p><b>3. Declarations of Interest</b></p>	<p>No declaration of interest was raised</p>	<p><b>All</b></p>
<p><b>4. Update on HSG and SPNAB Development Day</b></p>	<p>Chair informed the RCC that She and BD attended the SPNAB Development Day in Cardiff on the 3<sup>rd</sup> December.</p> <p>The Event was well attended and was constructive, seeking the feelings and views of people representing various organisations.</p> <p>The key message of the day was that next year is 'business as usual' and that the WG is consulting all stakeholders in early 2019.</p> <p>With permission from the WG, BD used the slides presented by Paul Webb at the SPNAB to update the RCC of more details on HSG.</p> <p>The presentation covered a brief background of HSG including the recent letter from the WG. The letter outlined the expectation from the WG that the new HSG and CCG grants should work in a seamless fashion, providing</p>	<p><b>Chair</b></p> <p><b>BD</b></p>

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	<p>integrated services where appropriate, arrangements for 2019/20, and recommendations for LAs based from lessons learned from pathfinders and the Wavehill evaluation report.</p> <p>Letter from WG is available to view here:</p>  <p>Flexible Funding - Letter to CEOs Nov 2</p> <p>BD highlighted the various engagement events to be held by the WG in February 2019 and the established HSG Steering Group to inform the work and to develop the new Housing Support Grant. The group's first meeting was held on the 21 November 2018. The HSG steering group is not representative and one of the main roles is to design a co-productive approach to stakeholder engagement.</p> <p>HSG Steering Group:  Paul Webb, Head of Housing Support and Welfare (Lead)  Sarah Rhodes, Head of Homelessness Prevention  John Puzey, Shelter Cymru  Katie Dalton, Cymorth Cymru  Will Atkinson, Community Housing Cymru  Naomi Alleyne, WLGA/ CLILC  Simon Rose, Chair of SPIN and Homelessness Network  Cheryl Emery, RCT County Borough Council</p> <p>Any concern or burning issue on HSG can be directed to Paul Webb, Katie Dalton, or Simon Rose.</p> <p>There will be a joint SPIN and Homelessness Network meeting on the 15<sup>th</sup> January 2019 and we will get more updates on HSG.</p> <p>DT highlighted that concerns from providers and landlords can also be directed to the Cymorth Rep, Katie Dalton. Katie attends the Mid and West Regional Providers Forum.</p> <p>WG aims to attend RCCs at least twice in the next year.</p> <p>GM queried where/how the health's voice is heard in the group. GM has been bringing the housing related issues within the health service and thought it would be great to have someone in the core steering group, not necessarily from the Health Boards but from Public Health Wales.</p> <p><b>Action</b> BD to raise the query with Paul Webb and to copy GM.</p>	

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	<p>The purpose of the Steering Group was presented. The planned engagement events will include:</p> <ul style="list-style-type: none"> <li>• Key messages document</li> </ul> <p>BD to circulate all key documents from WG to the RCC and service providers forums;</p> <ul style="list-style-type: none"> <li>• Stakeholder engagement events</li> <li>• Detailed / specific communication with Local Authorities</li> <li>• Steering Group members / WG attendance at relevant external meetings (RCC Meetings)</li> <li>• Collaborative working between HSG and Children and Communities Grant</li> </ul> <p>And will involve:</p> <ul style="list-style-type: none"> <li>• SP/homelessness providers and landlords</li> <li>• Local Authorities (SP, Homelessness, Housing, Social Services)</li> <li>• People who use SP and homelessness services</li> <li>• Relevant policy areas/partners (e.g. VAWDASV, Substance Misuse, Mental Health, YOTs)</li> <li>• Partners: Police, Health, Probation etc.</li> </ul> <p>ST pointed out that WG is doing a lot in early 2019. AH concurred that the timescale between consultation events and implementation is too short.</p> <p>The Chair emphasised that the RCC and SP will do business as usual in 2019/2020. Whilst the new grant starts in April 2019, real change will occur in 2020.</p> <p>BD pointed out that there will be two phases in the change. The supplementary guidance to be published in early 2019 and will allow us transition to HSG. The final document/guidance will be ready in 2020.</p> <p>Full presentation is available below.</p> <div style="text-align: center;">  <p>7a HSG Presentation - Paul \</p> </div> <p><b>Action</b> DT asked for the timetable of steering group meetings including timelines and actions. BD to seek information on this and feedback to the RCC.</p> <p><b>Action</b> AH asked whether there is a summary of feedback or the SPNAB event. BD to circulate any record/minutes of the SPNAB event to</p>	<p></p> <p><b>BD</b></p> <p><b>BD</b></p>

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<b>Action</b>	all.	
<p data-bbox="92 322 440 506"><b>5. How can HSG and Children and Communities Grant (CCG) work together</b></p> <p data-bbox="92 539 440 577"><b>Presentation and Q&amp;A</b></p> <p data-bbox="336 1016 440 1055"><b>Action</b></p>	<p data-bbox="469 322 1286 394">Due to other commitments, CMcD was not able to deliver presentation.</p> <p data-bbox="469 434 1031 465">CMcD to be invited in the next meeting.</p> <p data-bbox="469 506 1315 725">In line with EIPS/Flexible Funding, BD made an FOI request to the WG flexible funding team of the breakdown of the ten programmes per local authority. The request was also made in coordination with all RDCs hoping to get a breakdown of EIPS for all 22 LAs. The request was re-visited following the decision on two grants.</p> <p data-bbox="469 766 1315 981">The information on grant allocation per programme is available and can be requested from LAs which will form the baseline for planning and collaborative working, BUT it would make sense if we get more information and more details on what each programme delivers. This will allow us to identify gaps and opportunities for joint commissioning.</p> <p data-bbox="469 1021 1262 1088">Map the services delivered by programmes in HSG and CCG.</p>	<p data-bbox="1382 434 1433 465"><b>BD</b></p>
<p data-bbox="92 1095 440 1240"><b>6. Financial Update</b></p> <p data-bbox="116 1167 440 1240"><b>Slippage and Off-the-shelf Projects</b></p>	<p data-bbox="469 1095 1286 1205">In Carmarthenshire - budget monitoring has been carried out every month. Budget is fully committed for 2018/19. There is no projected slippage.</p> <p data-bbox="469 1245 1286 1355">In Ceredigion – budget monitoring is carried out as when invoices come through. Spend is also fully committed and no projected underspend.</p> <p data-bbox="469 1395 1254 1426">In Pembrokeshire – similarly, budget is fully committed.</p> <p data-bbox="469 1467 1270 1576">CH made a comment that we have learned lessons from previous years’ experience. Budget monitoring has improved.</p> <p data-bbox="469 1617 1299 1832">In Powys – budget is monitored every month. There is a projected underspend of £36,000 to £48,000 (£12,000 per month starting in November) at the end of FY. Slippage is from LS Supported Living. SP Team re-allocates the slippage since November but there will be slippage from the months of December to March.</p> <p data-bbox="469 1872 1315 2011">The proposed RCC off-the-shelf projects were presented to the Powys SPMB and had positive support. There is a possibility to spend slippage on the proposed Regional Off-the-shelf projects.</p> <p data-bbox="469 2051 1299 2083">GE queried whether there are existing projects rather than</p>	<p data-bbox="1347 1095 1390 1126">AJ</p> <p data-bbox="1347 1245 1390 1276">GP</p> <p data-bbox="1347 1395 1390 1426">JB</p> <p data-bbox="1347 1617 1406 1648">AdJ</p>

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	<p>new projects where slippage money can be allocated to.</p> <p>On off-the-shelf projects, DT pointed out that whilst the RCC supported in principle the projects presented by Michael Smith, it was not clear how mechanisms would look like and how will it constitute people putting it through since we have not seen similar process before.</p> <p>BD informed the RCC that she consulted other RDCs and the new Guidance on RCC off-the-shelf projects.</p> <p>Updates since the last meeting have been stated.</p> <ul style="list-style-type: none"> <li>▪ Michael Smith, the regional cohesion coordinator, has moved on to a new post and will no longer be able to deliver the projects himself. However, BD is happy to progress the projects with individual project leads.</li> <li>▪ In other regions, slippage is given to host LAs. Host LA awards slippage to identified projects and monitors progress and outcome. This, however, is not set out in the Guidance and there is flexibility on how we do it.</li> </ul> <p>CH set the scenarios on how we can manage the slippage the best way, including what LAs is best to hold the money, where the service needs are.</p> <p>Historically, Mid and West has not commissioned regionally and has not yet have a strong regional commissioning culture. There are opportunities to commission regionally and the Welsh Government is pushing RCCs to commission regionally more and more.</p> <p>GE stated that whilst the proposed off-the-shelf projects are welcome, they are not seen to be relevant or translated in Ceredigion.</p> <p>It was raised that if there are existing projects relevant to the region that we can all co-design they may be worth considering and be a good starting point.</p> <p>GM suggested that the RCC look at shared interest across LAs for example interests/activities affecting Hywell Dda and Powys Health Boards ensuring that projects are more relevant to all and more aligned to our strategic plan.</p> <p>The above suggestions were unanimously supported by the group.</p> <p>AH suggested that the process to be carried out with transparency.</p>	<p><b>BD</b></p>

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	<p>BD stated that we will now have an opportunity to prioritise the development of an 'RCC regional off-the-shelf' projects in 2019/2020.</p> <p>The group discussed on how the RCC is going to commission regionally from slippage given various scenarios.</p> <p>AJ suggested that given the timescale, we can write a letter to the WG requesting the money to carry over the following FY whilst we develop the right process for regional commissioning. This process has been done by Carmarthenshire. This suggestion was welcomed by the RCC.</p> <p>CH stated that the proposal will avoid the rush on spending money and allow regional commissioning to be more strategic.</p> <p><b>Action</b> Put together a small steering/task group to design the system and the process on regional commissioning and managing underspend making sure the process is transparent.</p> <p>CH and BD to liaise with relevant people to move this action.</p> <p>AdJ raised the concern that Powys works differently than other LAs, emphasis is how to best use of the money and how to invest in the right way; these should be part of the consideration.</p>	CH/BD
7. RCC new voting system	<p>In the last meeting, the RCC had an opportunity to vote to make a decision. This voting exercise has not been carried out in previous years.</p> <p>BD presented the existing Mid and West voting system which was agreed in 2014. The new Guidance (2018) is not specific or prescriptive in terms of voting members and therefore open for interpretation.</p> <p>DT suggested that the old voting system can work. We may need to sort the governance around it.</p> <p>Balance in the number voting number is key so there is also an opportunity to give all 6 providers and landlords to have a voice at the RCC and allow 6 votes from LAs.</p> <p>ToR has not been updated since 2014 to reflect the new</p>	BD

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	<p>Guidance; there is an opportunity to revisit the ToR in line with the new Grant.</p> <p>There was a discussion around current and future governance of the RCC. It was agreed that the RCC sit back and see the new Grant come into place then we will be able to revisit the ToR making it more strategic.</p> <p><b>Action</b> Review the ToR to reflect the new Housing Support Grant Practice Guidance and the new regional working dynamics</p>	
<p><b>8. Landlords and Service Providers Update</b></p> <p><b>Providers Forums</b></p>	<p>DT had discussions with fellow RCC Reps and suggested that future feedback to the RCC from providers/landlords and vice-versa to be collaborative and complementary. It is, therefore, ideal that agenda between Providers forums and RCC meetings complement each other. Update reports should have a collective input from providers and landlords.</p> <p>There was a discussion between provider and landlord reps to have a dialogue to be able to share information between themselves.</p> <p>The Chair concurred that this may help future update to be meaningful and not just round-the-table update.</p> <p>DT asked whether providers and landlords can have the RCC agenda for future meeting so they share and get information across providers and landlords in the region via local and regional provider forums; and whether they are able to feedback both ways.</p> <p>The Chair asked the timescale between RCC meetings and provider forums and whether it would be useful for the Minutes to be circulated within 2 to 3 weeks following RCC meetings.</p> <p><b>Action</b> The RCC may need to have a list of key people/links to service providers to know the links and lines of communication between the RCC and Providers/Landlords in the region. This will become part of the ToR review and governance, strengthening accountability</p> <p>Relevant people to be able to give information to the RDC.</p> <p>GU emphasised that a theme or future RCC Agenda would help generate debate and discussion with fellow providers in local forums. Landlord and provider reps will then be</p>	

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	<p>able to give meaningful feedback to the RCC.</p> <p>BD suggested whether it would be OK for Provider and Landlord reps to deliver presentation or feedback to local forum rather than the RDC. RDC to continue attending Local Providers Forums to have a feel of what's going on.</p>	
<b>9. AOB</b>	No other business raised	<b>JS/JL</b>
<b>10. Dates of future meeting/Themes</b>	<p>Thursday 7th March, 10:00 – 12:30  Thursday 13th June, 10:00 – 12:30  Thursday 12th September, 10:00 – 12:30  Thursday 12th December, 10:00 – 14:00  Thursday 12<sup>th</sup> March 2020, 10:00 – 12:30</p> <p>Theme of next meeting – ‘Service User’ Involvement</p>	<b>All</b>

Part 2 – Regional Strategic Plsn is in separate document.

Prepared by: BD