

**Notes from Carers Steering Group (CSG)**

**Held on Monday 14 October 2019**

**At Hub Room 1, County Hall, Llandrindod Wells**

**Present**

Ruth Derrick, Interim Assistant Director of Nursing, PTHB (Chair)

Dylan Owen, Head of Commissioning, PCC

Joanna Harris, Senior Partnership Manager, PCC

Sally Beech, Strategic Commissioning Manager - Promoting Independence, PCC

Nikki Leopold, Commissioning Officer – Direct Payments and Carers, PCC

Jen O'Hara Jakeway, CEO, CREDU

Emily Bleakley, Young Carers

Mandy Hughes, Parent Carer

Jean Carter, Adult Carer

Freda Lacey, Head of Third Sector Support, PAVO

Sophie Williams, Registered Manager, Hafal Crossroads

Lesley Richards, Contract Monitoring Officer, PCC

**Apologies**

Cllr Rachel Powell, Cllr Myfanwy Alexander, Karen Sharp, Louise Richards, Mike Wheeler,

Becky Evans

No.	Item	ACTION
	<b>Welcome, Introductions &amp; Apologies</b>  Ruth welcomed everyone to the meeting and the Group introduced themselves.	
	<b>Minutes of last meetings and matters arising</b>  Minutes from the meeting were read through and agreed.	

	<p><b>Actions outstanding:</b></p> <p>Item 8 £17,000 PTHB funding – Ruth informed the Group that she will be meeting with the PTHB Finance team and will have more information later this week. Dylan informed the group that the £17,000 is the Section 33 funding used to fund CREDU and there is a paper going to the next Joint Partnership Board to decide whether it needs to be a Section 33 agreement or a Memorandum of Understanding.</p> <p>Investors in Carers Working Group <b>Action:</b> Jen to convene a meeting of the Investors in Carers working group comprising Louise, Sally, Nikki, Credu, PAVO representative.</p> <p>The CSG acknowledged the contribution that Lisa Phillips made towards the Group and Ruth agreed to write a letter to Lisa thanking her for her input over the past year. <b>Action:</b> Ruth to write letter and Nikki to send</p>	JOJ RD/NL
	<p><b>Statement of Intent/Plan on a Page</b></p> <p>Working Group comprising Jen, Becky, Freda, Sally and Nikki met and have worked on the Draft Plan on a Page which outlines the plans for Carers over the next year. The Group discussed the Draft and made some amendments. It was agreed that the Draft will go to the Carers Forum for approval on 30 October 2019. <b>Action:</b> Jen to take to the Carers Forum</p> <p>The Group agreed that they liked the simplicity of the Plan being on one page and agreed that the headings will be used for future CSG meetings in order to move forward and reflect progress. <b>Action:</b> Nikki to include on CSG Agendas. When the Plan has been agreed it could be taken to the RPB as a Carers Annual Report and has the potential to be included in the CREDU newsletter; be available in hospital waiting room and GP surgeries, distributed at GP cluster meetings and handed out to new Carers. A list of possible outlets where the Plan could be distributed will be compiled by the CSG when the Plan is finished.</p>	 DRAFT Carers in Powys - Plan on a Pa  <b>JOJ</b>  <b>NL</b>
	<p><b>Memorandum of Understanding (MoU) 2019/20</b></p> <p>Dylan informed the Group that the MoU will be going to the Joint Partnership Board (JPB) for discussion in November as there was general</p>	

	<p>agreement at the last meeting that the MoU route was the one to follow rather than a Section 33. Following discussion, it was agreed that the MoU would be amended to the period April 2019 to March 2021 (two years) and that there should be some narrative in the MoU stating that there is additional funding for Carers projects. It was agreed that the Plan on a Page would be attached to the MoU as an appendix. <b>Action:</b> Nikki to update MoU and send to Dylan who will take to the Joint Partnership Board.</p>	NL/DO
	<p><b>Carers Feedback Survey</b></p> <p>Local authorities undertake this survey annually and are informed by Welsh Government what questions are asked. Last year there was a minimal response to the survey as only 15 Carers responded. It was agreed that the CSG would consider how best to undertake the survey next year.</p> <p>Discussion included the survey being sent directly from providers; sending a paper copy with a SAE and building the questions into a single questionnaire which included the QA questions for providers and Track the Act questions.</p> <p>Dylan suggested we invite John Thomas and Scott McGregor who have responsibility for the survey to the next meeting in February. <b>Action:</b> Nikki to invite John and Scott to our next meeting.</p>	NL
	<p><b>Young Carers Update</b></p> <p>Emily updated the group with what has been happening in the last few months for Young Carers. The Communications Training is being offered by CREDU in several localities during Half Term and Emily will be attending on 29 October 2019. Lots of Young Carers have fed back on how they can communicate effectively and what they would like to change. Summer camps and trips for Young Carers are provided which are an opportunity for sharing stories and having fun, the camps and events are organised by CREDU Outreach Workers. There are also intergenerational meetings which are appreciated by Young Carers as it is an opportunity to get advice from older Carers. Emily informed the group it is very isolating being a Young Carer and these meetings assist with addressing this issue. The All Wales Youth Carers Council is also meeting at MRC in Llandrindod on 29</p>	

	<p>October 2019 which is an opportunity for Young Carers across Wales to get together and share their opinions on ‘What Matters’. Carers UK facilitate the voices of the Carers at the All Wales Youth Carers Council being passed on to Welsh Government. <b>Action:</b> Jen will check with Kevin to see if it is possible to change the Communications Training date due to the clash. Emily has also presented to her school governors and as a result many changes have been made in Newtown High School. Hopefully these changes will also result in action being implemented in other high schools.</p>	JOJ
	<p><b>Carer Support Service update</b></p> <p>Jen shared the latest CREDU Monitoring Report, two data reports and outlined some of the key highlights.</p> <p>Connective Generations Project – is funded by Welsh Government and gives access to direct benefits advice for Carers aged 50+. CREDU will be applying to the Lottery again for a grant to fund this project but for a wider age range.</p> <p><b>Respite Matters Event</b></p> <p>Feedback from Carers’ perspective was that it was a powerful event and that Carers felt it was useful to have high ranking local authority officers present at the event. Jen recognised that she needs to find a more balanced way of presenting Carers voices in the future.</p>	 Quarter 2 CREDU Monitoring Report.  Over 50s Credu Map Sept 2019.pdf  YC under 18 Map Sept 2019.pdf
8.	<p><b>ICF Funding – Carers Support Projects</b></p> <p>CREDU have been awarded Carers Support Projects and are planning to write an article for their newsletter about the commissioning of the Carers Support Projects by the CSG.</p> <p><b>Carers Representatives at Start Well/Live Well/Age Well Boards and Carers Steering Group</b></p> <p>Elections will be held at the Young and Adults Carers Forum on 30 October 2019.</p>	

	<p><b>Raising Awareness Project</b></p> <p>Kevin Holcroft has been recruited to the Co-ordinator's post and will be working 3 days a week on the Project with support from the core teams.</p> <p>Nick Andrews has been providing training on collecting stories. CREDU has been getting everyone aligned to deliver on the Project. Young Carers will design the promotional materials. Jen has met with PTHB who will be signing up to Investors in Carers. A system will be created by CREDU so that referrals can come through PTHB as is the case in Ceredigion.</p> <p><b>Respite Project</b></p> <p>Research is currently being undertaken to address what will be required. A leaflet will be created to assist individuals to develop what a good life looks like. A Rank Foundation grant has been awarded to support an intern who will complement the Project. The Respite Co-ordinator's post is currently out to advert.</p> <p><b>Carers' Rights Leaflet</b></p> <p>As agreed at a meeting with Dylan, Sally and Nikki last month, the draft leaflet will be ready by the 30 October 2019 so it can be considered by the Young and Adults Carers Forum.</p> <p><b>Additional projects – ideas for new ICF bids</b></p> <p>Dylan informed the Group that there may be some additional ICF funding available next year for Carers. The funding would come through the RPB and the CSG should start considering ideas for projects. <b>Action:</b> CREDU to discuss at Carers Forums how to engage/get ideas/put forward ideas. Ideas from Carers for additional projects will then be sent to PCC Officers. It was agreed that an Extraordinary Meeting will be scheduled if additional funding becomes available.</p> <p>Sophie informed the group that there is a gap in Carer's lives when the person they care for passes away and 85% of the Hafal workforce are ex Carers now providing respite.</p>	JOJ
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9.	<p><b>Any Other Business</b></p> <p>Freda asked the group to consider how we can tie up the gaps in Carers services intelligence with Community Connectors as this would provide a focus for investment.</p> <p>Sophie informed the group that mental health anxiety benefits and advice is available from Lloyds TSB.</p> <p>Dylan informed the group a Budget Simulator is available on-line for individuals to complete, there is also the facility to make comments. <a href="https://powyscc.budgetsimulator.com">https://powyscc.budgetsimulator.com</a></p> <p>Emily will be doing a skydiving fundraiser for CREDU in February. CREDU will include the information in their next newsletter. Dylan asked Emily to send the link to Nikki who will circulate to the group. <b>Action:</b> Nikki to send Emily's link to the CSG.</p>	NL
10.	<p><b>CREDU Contract Monitoring</b></p> <p><i>CREDU officers left the room</i></p> <p>Lesley Richards, Contract Monitoring Officer attended the meeting and reported to the group. She informed the group that she has conducted a monitoring visit twice since February when she first started monitoring the CREDU contract. Her report included the following:</p> <ul style="list-style-type: none"> <li>• There have been no safeguarding or poor practice issues raised in respect of CREDU since February</li> <li>• Many compliments have been received and no complaints</li> <li>• Reports from CREDU can sometimes be late but the original monitoring form has now been condensed to 22 pages which should assist with meeting deadlines</li> <li>• CREDU have been asked to provide more information on Adult Carers as their reports tend to be more Young Carer focused</li> </ul>	

	<ul style="list-style-type: none"> <li>Events organised by CREDU are well attended by Carers</li> </ul> <p>Overall the contract monitoring findings are that the service provided by CREDU is meeting the contract specification.</p>	
<b>11.</b>	<p><b>CREDU Contract – Extension to 2021</b></p> <p><i>Sophie left the meeting prior to the discussion due to a conflict of interest.</i></p> <p>The current one-year contract extension with CREDU finishes on 31 July 2020. The Steering Group needs to consider extending the contract for a further year to 31 July 2021.</p> <p>Following discussion, the group decided that the contract should be extended for an additional 8 months until 31 March 2021 which will coincide with both the end of the Carers Support Projects and the financial year.</p>	

#### **Date of Next Steering Group Meeting**

12 February 2020 at 2pm in Committee Room B, County Hall - Dylan Owen to chair