

MINUTES OF THE ONE NORTHERN DEVON MEETING

Held by MS Teams at 2 pm on 24th August 2021

PRESENT:		
John Womersley	(JW)	Chair One Northern Devon, Clinical Lead CCG Governing Body
Andrea Beacham	(AB)	Partnerships Lead, NDHT, Programme Manager, OND
Tim Jones	(TJ)	Chair SW Business Council and North Devon Biosphere Foundation
Tina Henry	(TH)	DCC Public Health
Tim Golby	(TG)	Devon County Council
Rob Passmore	(RP)	Energy 361
Karen Evans	(KE)	NDVS
Ken Miles	(KM)	North Devon Council
Alan Dykes	(AD)	North Devon Plus
Paul Huxtable	(PH)	TTVS
Oliver Hassall	(OH)	Brannam Medical Centre
Jennie Stephens	(JS)	Devon County Council
Toby Davies	(TD)	Local Area Commander, Devon & Cornwall Police
Stella Doble	(SD)	Northern Devon Healthcare Trust
Alex Coull	(AC)	Partnership Manager, DCC
Sean Mackney	(SM)	Petroc
Katherine Allen	(KA)	Northern Devon Healthcare Trust
APOLOGIES:		
Steve Seatherton	(SS)	ONE Ilfracombe
Alex Coull	(AC)	Partnership Manager, DCC
Darran Hill	(DH)	TTVS
Nicola Glassbrook	(NG)	Devon County Council
Harry Barton	(HB)	Devon Wildlife Trust
David Relph	(DR)	How Places Work
Fran Giblin	(FG)	Locality Director, Devon County Council Children's Services

David Worden	(DW)	North Devon Council
Kay Brennan	(KB)	Clinical Advisor, CCG
David Richardson	(DR)	Devon Partnership Trust
Mark Doughty	(MD)	Kings Fund
Paul Shaddick	(PS)	SWAST
Steve Hearse	(SH)	Torrige District Council
IN ATTENDANCE:		
Kate Winter	(KW)	Minute Secretary, PA to CEO and Chief Finance Officer, RDE and NDHT

01/21 OPENING BUSINESS	
<p>Introductions, Apologies, Declaration of Interests & Any Other Business</p> <p>JW welcomed everyone to the meeting and the apologies were noted.</p> <p>There were no Declarations of Interest raised.</p> <p>There was no any other business raised for discussion at the end of the meeting.</p>	
<p>Minutes of the Previous Meeting</p> <p>The minutes of the meeting held on 2nd June 2021 were agreed as a correct record.</p>	
<p>Actions from the Previous Meeting</p> <p>The action grid was reviewed and updated.</p>	
<p>Focus of Meeting</p> <p>JW outlined the focus of the meeting which included:</p> <ul style="list-style-type: none"> - How to make OND programmes sustainable, including securing long-term funding - Is OND of value to its partners and the local population? - How to develop evidence of benefits achieved through documented stories and KPIs 	

02/21 Finance Report

AB summarised the finance report highlighting key aspects including:

- Staff Costs – different funding streams have been allocated to fund staff costs including the OND Flow Team and Community Developers, however there is a deficit in some areas.
- Overall £657k funding is required for 2022/23. To date £612k has been secured with £607k allocated to OND programmes. This leaves a shortfall in funding of £45k for 2021/22.
- A new spreadsheet has been developed to manage the funding streams more efficiently
- There is a predicted deficit in the funding of community developers for Torridge – currently funded until November 2021

JW highlighted the increasing number of OND programmes that need to be funded and KA emphasised the positive impact that has been made by OND securing funding into projects for Northern Devon. KA asked whether liabilities are being accrued such as employment and contractual liabilities. AB advised that all employees are employed by partner organisations and their employment contracts include contingent liabilities. KD explained that the funding for host organisations covers the liabilities but there is an issue with staff welfare when adding short term extensions to their contracts and this needs to be addressed.

SMc commended the OND Partners Report which presents the benefits and outcomes and asked why funding is only available on a short-term basis. SMC suggested that new projects should be presented differently to secure longer term funding streams and provide stability to the staffing team. JW agreed that it was unreasonable not to be able to provide staff with long term security and suggested top slicing the NHS budget by 1% so that a budget can be drawn down.

03/21 Collaboration Opportunities

Community Renewal Fund Application

TJ reported that the results of the application had been expected on the 16th August however no announcement was made. Follow-up calls have been made to the government office and the LEP however there is still no clarity on when a decision will be made and it is likely that a decision may not therefore be forthcoming until September. There are also indications that there will be no extensions to the spend period.

RP reported that DCC had to prioritise the bids into central government and the biosphere project was number 1 and understood that a decision is expected within two to three weeks.

KE reported on a second bid that had been submitted involving TTVS (COSMIC) supporting digital skills and could result in a second tranche of funds into Northern Devon.

<p>SMc sought clarity on whether the project proposals bring income to the current OND workplan or whether they are new projects. JW confirmed that they are new programmes and felt that OND should agree exit strategies to manage the end of a funding period. PH advised that COSMIC is a short-term project and there is positivity around the application from DCC and the government department.</p> <p>AB reported that it had not been possible to apply for funding for the Community Developers however funding has been sought for 'green' prescriptions and funding for the providers of green wellbeing activities.</p>	
<p>04/21 Person Centred Programme</p>	
<p>AB outlined how the person-centred Programme is approached using three principles – person, place and system. The person-centred approach is the key component of the majority of projects including Flow. Project leads provided an update.</p> <p>High Flow</p> <p>TD outlined how the project is adding value and why it should be sustained. The project works across the whole OND partnership with a dedicated caseworker and funding. Since the project was established there has been a significant reduction in demand to partner organisations. The project has also had a positive impact on individuals and the community, and these benefits now need to be recorded. TD felt that partner organisations should support funding of the project up to March 2022/23.</p> <p>Youth Flow</p> <p>AC reported on the project which is coming to the end of the first year with more activity being undertaken during the last few months. Initially it was hoped that 100 young people would go through the project however it became clear that this was not realistic if the right level of support was to be provided to individuals. The funding is currently due to end at the end of October 2021 therefore consideration needs to be given to supporting young individuals going forwards. Overall, the project has seen a positive impact on vulnerable young people and should be developed into a case study. AC advised KA that DWP had procured a service rather than securing funding. The challenges were recognised in North Devon therefore providers had been asked to procure a service to remove the barriers and enable young individuals to be prepare for work.</p> <p>Primary Care Flow</p> <p>OH reported on work being undertaken to explore how to make the project sustainable with primary care funding and building evidence to support that the project is worth investing in.</p> <p>Community Mental Health Flow</p> <p>The Board noted that the project supports individuals shortly after they are discharged from mental health wards and helps them to make links with the rest of the health system.</p>	

Community Flow Tackling Loneliness

AB reported on a number of barriers that have been experienced although funding will start from September 2021. The intention of the project is for partners to refer individuals who require support. The individuals will then be supported and a checklist will be completed so they can be connected to the community developer and the appropriate support put in place.

JW asked the OND Board to move into two separate breakout rooms to discuss the benefits of each of the person-centred programmes. Each room will then be asked to summarise their views and discussions.

The meeting reconvened and discussions of each breakout room were summarised as follows:

Room 2 (TG, JW, PH, TJ, TH, SMc, AD, KA, SD)

TG summarised that the group had explored the polar extremes of the model e.g. high level of trust to managing money to having an impact from investments. There is a sense that the OND Partnership wants to sustain the ongoing activity but there were no answers in how to fund this. The group also felt that OND should do what is right for the population by working holistically rather than just for individual organisations.

Room 1 (AB, TD, OH, AC, KB, RP, KE, JS)

AB summarised the discussions. Although no funding has been identified the group could see the benefits of all Flow projects and discussed how the Flow projects are about integrating and flowing around each individual even though each project is separate. There was a discussion addressing how the partners work and how to promote elements of Flow that work for the population including development of a package to support how to apply Flow. The group suggested that if there was a package in place then the sustainability and funding may follow.

RP felt that technology was required to underpin Flow. The project is currently using human flow and capturing all of the outputs however the project could undertake a pilot which could then be replicated elsewhere in the country. It could also build evidence to support future funding requests.

JW suggested developing measures and highlighted how inequalities had increased during COVID therefore it was important to develop a longer term view. JW asked the OND Board to consider the value of these projects to the local population and to partners. JW suggested that consideration should also be given to 2022/23 budgets and whether current projects should be sustained or new projects sought however AD did not feel that there was sufficient information available to make such decisions at the current time.

TJ considered that the Flow concept has significant benefits and a brand value therefore if it is relevant to local businesses OND should build the brand value to achieve confidence and sustainability. OH felt that PrimaryCare Fflow was slightly different and is dependent on whether primary care funding is put towards the programme.

The OND Board took a 10 minute break.

05/21 Housing Update	
<p>KM reported on discussions and publicity in the media surrounding the housing crisis and steps that have been taken to address homelessness and those threatened with homelessness.</p> <p>A paper has been drawn up by NDC which will be presented to Devon MPs and asks a series of questions to government around the impact of second homes, holiday accommodation and the increase in property prices. There is currently a disparity between the number of holiday homes and accommodation and permanent rentals; and local estate agents have highlighted that a high proportion of properties are now being sold for second homes or Airbnbs. This is a significant issue which is impacting on homelessness.</p> <p>NDC has tried to resolve the issue by purchasing properties to use as temporary accommodation and enter into arrangements with third party providers. KM advised that the paper highlights that the issue needs to be addressed and not through building new homes. The paper will also highlight that the housing market is not working for all areas and is impacting on businesses who are struggling to find staff as they cannot find accommodation. Other partners are also having difficulty securing staff due to housing. The paper will seek to reduce the tax benefits on second homes and holiday accommodation by increasing their council tax and propose the introduction of incentives for landlords to let properties on a permanent market.</p> <p>TJ referred to commercial solutions and modular system dwellings that can be delivered within 14 weeks and suggested adding modular construction and speed of delivery to the paper.</p> <p>AB referred to two individuals on Youth Flow, one who is homeless and one who is about to be homeless and advised that the team have been unable to secure any accommodation for them. AB felt that the housing crisis is an appalling situation which the partnership should prioritise.</p> <p>KM offered to include OND support in the paper and felt that the District Councils may have a role in being more proactive in addition to lobbying over this issue.</p> <p>OH asked whether lobbying MPs would have any impact and KM felt that it would have some benefit and suggested that local governments also need to come together. Although there are long term solutions, during the pandemic temporary accommodation was secured for 240 people and 300 into social housing, however the issue will continue to grow.</p> <p>AD asked if the district councils can do anything within existing powers. KM explained that there are powers around empty properties but significant resource is required to bring one empty property into use.</p> <p>OH suggested linking into Chris Whitty’s Coastal Towns report which KM agreed to review.</p> <p>KA agreed to draft a letter of support from OND to the paper to recognise the issues and the impact etc.</p>	<p>KM</p> <p>KM</p> <p>KA</p>

06/21 Placed Based Programmes

JW reported on work being undertaken on the different Place Based Programmes and the benefits which are being gathered. JW suggested moving to the break out rooms to discuss whether the programmes should be sustained, and if they should be sustained, how they are funded e.g should OND recommend that the Town Councils be more supportive of the One Community.

AB reported that the majority of work undertaken by the One Communities to date has been on building relationships rather than evidencing outcomes however more information on outcomes is now starting to be gathered.

The OND Board moved into breakout rooms to discuss the programmes. Their discussions were summarised as follows:

Room 1 (AB, TD, OH, AC, KB, RP, KE, JS)

AB summarised the group discussion which had included the value of a One Community, the set of core principles, the draft Terms of Reference and how partners buy into the One Community and how the roles should be funded. The group considered that the Town Councils should fund the community developer roles as they are committed to the towns and the benefits realised are in the town. Partners also benefit from the One Communities and the group felt that a funding source should be agreed. The group discussed the benefits realised from the investment and the difficulty in evidencing outcomes and outputs and how this links to the big programme.

Room 2 (TG, JW, PH, TJ, TH, SMc, AD, KA, SD)

TG reported that the group had discussed targeting in certain areas. There was also a discussion on why this is a Torridge dilemma rather than North Devon. There is a suite of partners however there is some concern that some partners may want to invest in the voluntary sector in other ways to that of OND. There was no overall conclusion to discussions but it was agreed that a funding source was required against a set of outcomes and that more evidence is required on the benefits and outcomes.

RP suggested assessing the impact of One Communities in the event that they no longer exist and the cost this will have to partners.

PH highlighted that the OND Communities had been established by OND Board. Some of those OND Communities are now looking at being constituted groups and PH asked whether there is a model for OND Board to support this. AB advised that if a One Community is constituted it enables them to apply for funding however the majority of funding to One Ilfracombe is from the Town Council and is piecemeal. AB felt that a constituted One Community should still receive the support of OND Board. The OND Board were asked whether the private sector should contribute. AD advised that the private sector will put money into an organisation without KPIs as a one off charitable donation but if long term funding is sought they would want to see deliverables and KPIs. AB reported on engagement and funding previously received from the private sector.

KB felt that local engagement was important if providing services and creating jobs as you need to

<p>take local business with you.</p> <p>SMc suggested approaching Town Councils where there is a shortfall with a specific request for a specific project. If this is then turned down, staff should then be given sufficient notice to look for other employment opportunities.</p>	
<p>07/21 System Programmes</p>	
<p>JW referred to the system programmes included on the agenda for information. Updates were provided for the following:</p> <p>Fuel Poverty RP reported on good engagement through an integrated approach and thanked all partners engaged with this.</p> <p>Active Travel / Promoting Healthy Weight and Physical Activity KB report on engagement with NDC and engagement linking the local stakeholders.</p> <p>Health Inequalities Framework AB referred to the points in the NHS planning guidance which reflect work already being undertaken by OND and which, have now become high profile nationally. KA reported that NDHT and RDE have now started to talk to clinical staff on health inequalities and the need to understand the social context of patients. OH reported on mapping being undertaken to identify areas of inequality which could support provision of placed based care.</p>	
<p>08/21 Closing Business and Reflection</p>	
<p>JW summarised the meeting which had been based on partnership working and challenging each other appropriately at a difficult time. JW sought views on how meetings and the partnership could be more effective.</p> <p>TD felt that the breakout rooms and discussions were beneficial and receiving an overview was also useful.</p> <p>RP felt that there needs to be a long-term funding strategy to enable focus on the content – need to look at stakeholders to understand what can be contributed. He also felt that fundraising activity such as EU horizon or the shared prosperity fund should then be explored with a watching brief also required for innovation funding.</p> <p>JW sought views on whether each partner organisation should contribute £5k to cover the deficit to the end of 2021-2022 and although the principle was supported it was recognised that not all partners could commit to this when they are having to reduce costs.</p>	

09/21 Dates of Future Meetings	
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26 th October at 2 pm	
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ONE NORTHERN DEVON ACTION GRID AS AT 24TH AUGUST 2021

		Action	Comments	Lead	Outcome	
3rd February 2021						
135	08/21	Actions from the Meeting	Add standing agenda item for 'climate change and the environment'	<p>07.04.21 – No work programme for this yet. Leave as greyed out on agenda until councils let OND know how to begin to look at item.</p> <p>02.06.21 A Climate Officer had been appointed. It was suggested the new officer be invited to give a briefing at a future meeting.</p> <p>24.08.21 On hold until after the Development Day.</p>	KW AB/DR	Ongoing



		Action		Comments	Lead	Outcome
137	07/04/21	Business - Finances	DH to talk to town councils next week after receiving update from HM re funding for community developers.	02.06.21 Conversation with Town Councils. Nothing further at present 24.08.21 more funding has been applied for and received so the deficit has reduced.	DH	Closed
139	07/04/21	Business	HB and AB to discuss 'opportunities register'	02.06.21 Not yet progressed 24.08.21 a paper will be developed	AB / HB	Ongoing
140	07/04/21	Strategy	Request for OND collaborative involvement – AB to add to agenda for development day.	02.06.21 No further update 24.08.21 several items are included on the agenda for the development day. AB suggested using the October meeting for a development session (3 quarters development and 1 quarter business)	AB	Ongoing
141	07/04/21	Local Care Partnership Development	Working with LCPs – AB to add to agenda for development day. Understanding struggles for local development groups and emphasis on community aspect on OND agenda.	02.06.21 A formal discussion would be useful. TG to help organise a day in the Autumn 24.08.21 AB confirmed developing but need clarity on diagrams	AB TG	Closed
145	02/06/21	Actions - Risk Register	TJ suggested Cyber Resilience as a group should be considered.	24.08.21 AB confirmed that no risks have been added but cyber resilience will be added to review mitigations. JW suggested discussing purpose of risk register at the development session. KA advised that cyber security is included on all organisational corporate risk registers therefore it was not necessary to include on a separate risk register.	TJ/ AB	Closed
146	02/06/21	Business	TG to include on agenda of Development Day	24.08.21 JW suggested that business will be included as part of development day. JW asked for draft agenda for development day within four weeks to be circulated to partners if COVID	AB	Ongoing

		Action	Comments	Lead	Outcome	
				restrictions allowed it to proceed as F2F. 15.09.21 In view of the present levels of COVID circulating the next meeting will not be a 'Face-to-face' development session.		
147	02/06/21	Collaborative Opportunities	AB to update councillors on workshops for Frail, elderly care system	24.08.21 AB advised that councillors are invited to two planned workshops and AB has offered to talk with them. AB also invited partners to attend the workshops	AB	Closed
148	02/06/21	Development Session – OND Work programme	JW and AB to discuss funding of the three community developers	24.08.21 – on agenda		Closed
24th August 2021						
149	05/21	Housing Update	Consider including modular systems in the paper to government and a link to Chris Whitty's coastal town report		KM	
	05/21	Housing Update	Draft letter of support from OND to be included with the paper to government		KA	