

ONE Communities Meeting

REPORT TO: One Northern Devon Community Meeting
DATE: 19th February 2020
SPONSOR: John Womersley, Chair
PREPARED BY: Carole Coombs, Administrative Officer, One Northern Devon

Purpose

The purpose of this paper is to present the notes of the ONE Northern Devon Communities Meeting held on 19th February 2020

Decision	x
Approval	✓
Receive	x
Ratify	x

Supporting Information

The notes are attached

Controls and Assurance

The minutes of the meeting are considered by the One Northern Devon Meeting for accuracy. Following discussion, amendments may be recorded as appropriate. The minutes are then formally approved.

Notes of the One Northern Devon Communities Meeting



Devon & Cornwall Police



Held at Brynsworthy Environment Centre, Barum Room.

PRESENT:	
John Womersley (JW)	Chair
Andrea Beacham (AB)	Partnerships Lead, NDHT
Hannah McDonald (HMcD)	One Northern Devon
Steve Seatherton (SS)	One Ilfracombe
Paul Jones (PJ)	One Barnstaple Flow Project Coordinator
Sharon Bates (SB)	Litchendon Medical Centre, Practice Manager
Paul Huxtable (PH)	Torrige Voluntary Services / One Bideford
Gill Mistlin (GM)	Flow Wellbeing Coordinator
Ella McCann (EM)	NDVS
Sue Banks (SBa)	Holsworthy
Carole Coombs (CCo)	OND, Administrative Officer
APOLOGIES:	
Simon Jones (SJ)	Barnstaple GP, One Barnstaple
Karen Evans (KE)	ND Voluntary Services
Janet Williams (JWi)	Torrige District Council
Jenny Martineau (JM)	Torrington 100
Andrew Smith (AS)	HCIG
Mark Rostock (MR)	North Devon Homes
Roger Byron (RB)	Live Well Braunton
Ed Holt (EH)	
Darren Hill (DH)	
1. Welcome and Introduction	
JW welcomed everyone to the meeting and introductions were made around the table, as noted above.	
1.1 Apologies	
The apologies were given as noted above.	
1.2 Notes from the Meeting - 14th January 2020	
The notes of the meeting held on 14 th January 2020 were approved.	
1.3 Actions Review	
The action grid was reviewed and updated. As below.	
JW	
2. Community Partnership Milestone Monitoring	
<p>AB reported that a focus group has initially used One Barnstaple and has looked at measurements of value for investment in terms of value to community and partners. This looks at it in line with the of theory of change. This will be the template for other One Communities.</p> <p>Action – AB to circulate Theory of change document.</p> <p>Monitoring will include base line measures on:</p> <p>how do communities get their voice heard?</p> <ul style="list-style-type: none"> the extent to which they feel connected (i.e. how do I get what I need) 	AB/HM

<ul style="list-style-type: none"> the extent to which communities and staff working in them feel connected to the wider system including One Northern Devon (i.e. if they need support the extent to which they feel able to get this) the extent to which they are able to deliver against local priorities. <p>One Barnstaple is taking the lead on this by putting together a workplan based on the engagement that has already been done, EMcC will be the project lead and monitor how the projects meet the needs.</p> <p>Next action is to look at how we are working as a system together. CCo has sent round the evaluation for this to the One Barnstaple Partners and this is intended to evaluate if the One Community is meeting the needs of the partners and their services, what could it be offering that it isn't currently and how does the One Community meet One Northern Devon Objectives.</p> <p>Action - CC to resend this out as replies have been from partners who have not yet signed up and current partners do need to complete this so we can show value. This needs to be returned for the One Barnstaple Meeting on Monday including any other measures you would like to see.</p> <p>There was some general discussion around this and the need for an evidence base for the One Communities reporting.</p> <p>Action – AB to share at next meeting what comes out of the meeting on Monday for One Barnstaple and the evaluation template plan.</p>	
<h3>3. Community Developer iBCF Evaluation</h3>	
<p>AB reported that the end of year evaluation is due at the end of March but there is a problem in that the models and approaches for this has been very different for Torrington 100 and One Ilfracombe this makes the collation of any evaluation difficult. It can be done individually and was what iBCF required. Once all the Community Developers are in place across the One Communities there is a plan that in line with the Memorandum of Understanding the evaluation measures can be put in place with some consistency. There is a template that has already been developed by CCo to do this. This will be covered as part of the induction for the new CD's and there will be monthly reporting.</p>	<p>AB</p>
<h3>4. Community Partnership Updates</h3>	
<p>One Ilfracombe SS reported that they have been approached by Torridge to take on their Social Prescriber, but needs to go back to the Town Council about the employment status of the One Ilfracombe two Social Prescribers first. There is a meeting tomorrow then if in agreement will go to the One Ilfracombe Board for agreement/ratification. This is really a OND programme but under One Ilfracombe as the support mechanism because OND isn't currently a legal entity. In essence this was an approach from Torridge PCN through OND with functionality of One Ilfracombe.</p> <p>PJ noted that there is a perception with some of the partners of other One Communities of One Ilfracombe taking over and this needs to be managed. The message needs to be very clear that One Ilfracombe is only providing the functionality for OND.</p> <p>The message for Torridge needs to be that it is an OND offer to facilitate the provision of the Social Prescriber for Torridge through One Ilfracombe (as the legal Entity) who are providing the employment, contractual, financial and structural expertise.</p>	<p>SS</p>

<p>There was a lot of discussion around this point and in summary JW suggested that this is similar to other functionality of OND such as the Website, High Flow Approach and Network meetings etc. and that OND facilitate the employment of Social Prescribers and Community Developers through expert providers who are partners of OND.</p>	
<p>SS noted that a positive to report is that further funding (£15k) has been secured for Belles place to continue and expand this service.</p>	
<p>One Bideford HMcD reported that Ruth Taxall GP is very excited about One Bideford and there will be a meeting once the Community Developer is in place this will also be with the Torridge Community Developer as well as to how the process will work. Counsellor Hawkins will also be involved this is likely to be the beginning of March.</p>	<p>HMcD</p>
<p>One Barnstaple HMcD reported on the homelessness project – PCN and NDC have put together a draft business case which is going to the CCG at the beginning of April. This is for the health services going into the freedom centre. PJ has also had a request for some funding but needs to meet with S Bates about this. JM has received some monies for rough sleeper projects. Action for PJ to speak to SB about this.</p>	<p>HMcD</p>
<p>EMcC reported that the One Barnstaple is meeting on Monday to discuss the Work plan and what is hoped to come out of this.</p>	
<p>Community Fridge & Friendly Bench, have buy in by partners and are going ahead.</p>	
<p>An expression of interest has been put in to join the every adult matters network. This potentially could be an OND application. This would give One Barnstaple a quality mark for the work of Flow and High Flow.</p>	
<p>AB mentioned that Petroc are offering funding for community education programmes. If any of the projects proposed by One Communities as offers made by the Social Prescribers could show evidence of learning then funding may be available for them from Petroc. PH also suggested Learn Devon have monies, there are also other monies available under communities grants contact is Bill Blythe for these. A list of certificated programmes would come through the Community Developers. Action for PJ, PH and EMC to take to next network meeting so that this list can be pulled together.</p>	
<p>Live Well in Braunton PJ updated that Live Well Braunton are moving towards CIC status, meeting on 10th to discuss lottery bid. They have a community forum to encourage partnership working – this will widen their remit.</p>	<p>PJ</p>
<p>Torrington One Hundred Excited about looking at work plan and engagement. They are using the funding pot they had for activities across the 16 villages and there is an application process going on at the moment. So far 19 bids have come in across the villages.</p>	<p>HMcD</p>

<p>Holsworthy S Banks reported that the meeting to present work to date yesterday was encouraging and there is an appetite to do this collaboratively across the border into (Bude) Cornwall – One BASH (Bude and Stratton, Holsworthy) are coming to the next communities forum to speak. Action – Sba to advise HMCD of the next meeting of One BASH so she can give support</p> <p>South Molton 1st meeting on the 11th, good representation across South Molton including a resident. Work plan and engagement is starting. Very positive. Action – HMCD to invite someone to attend the next One Communities Meeting</p>	<p>SBa</p> <p>HMCD</p>
<p>5. OND Website Update</p>	
<p>This is now complete the following pages:</p> <ul style="list-style-type: none"> • OB is nearing completion • Torrington 100 up to date except Directory • One Ilfracombe this is being updated • Money there for One South Molton and One BASH 	<p>SS</p>
<p>6. Support For One Communities</p>	
<p>HMCD is attending each of these meetings. Nothing to note Support needs required of OND should be a standing item on the Agenda for each of the One Communities. Action – For HMCD to check this is happening.</p>	<p>HMCD</p>
<p>7. One Communities Newsletter</p>	
<p>HMCD noted that CCo has put out a schedule for this to occur. The last one went out 6 weeks ago and the next is due at the end of April. It will be going out quarterly. There is a reminder to go out in April for this.</p>	<p>HMCD</p>
<p>8. Funding Opportunities</p>	
<p>This had already been discussed in other agenda items from this meeting.</p>	<p>HMCD</p>
<p>9. Any Other Business</p>	
<p>PH - Need to sit down and decide on who to register as a legal entity with Petroc to access the funding. This can be done by TTVS but other partners could also do this independently. AB – noted the need for this group to take a view on what the governance for OND should be especially around OND’s status and should this be as a legal entity. PJ noted that the provision of OND work is currently a voluntary sector organisation and there is a need to be mindful of this when making suggestions to OND as to their legal status. AB noted that we need to look at this in the context of OND as a system. PH also noted the need to be aware of not diverting funding away from small local providers in the charity and voluntary sector. There was some discussion about how One Ilfracombe had managed this and HMCD clarified how they work as a facilitator for supporting funding applications. PH noted that this is also the role of TTVS and NDVS. GM noted that conflict of interest needs to be considered and is there a potential that work is being diverted away from</p>	

<p>these organisations and putting their role in jeopardy. There was further discussion about the roles of the voluntary and charity based services and the ways in which funding is bid for and distributed. In summary the locality Community Developers if successful then can have an impact on the roles of the CVS worker this has the effect of reducing their activity and role and may effect their future funding which causes frustration of these partners. Communications need to be clearer.</p> <p>Action - JW suggested that there is a need to look at this further and that there needs to be a meeting between JW, AB KE and PH about this, then JW to meet with the boards of the 2 CVS's and discuss this with them.</p>	
--	--

10. Dates for Future Meetings	
--------------------------------------	--

- | | |
|--|--|
| <ul style="list-style-type: none"> - 1st April (to be rearranged) – Doodle poll going out? - 13th May - 24th June - 5th August - 16th September - 28th October - 16th December | |
|--|--|

ONE NORTHERN DEVON COMMUNITIES METING ACTION GRID AS AT 19TH FEBRUARY 2020

		Action	Comments	Lead	Outcome	
4th September 2019						
32	60/19	Veteran Friendly GP Practices	Develop a joint proposal and present to the next meeting. Also make contact with GP practices to see whether they are taking veteran friendly forward	<p>23.10.19 – HMCD to liaise with Combe Coastal Practice around veteran friendly.</p> <p>27.11.19 an initial discussion has been held with Combe Coastal who support the idea and a further update will be provided to the next meeting. AB suggested that GP resources could be combined with community connectors and KB agreed to make contact with GPs to link with social prescribers. KB also agreed to forward details of welfare officers to HMCD.</p> <p>14.01.20 HMCD and KB are meeting with Major Cheeseman (Chivenor) to assess how they take veteran friendly forward locally.</p> <p>19.2.20 – HMCD Reported that Meeting has occurred with both Army and Navy Welfare Officers and they are doing elements of social prescribing so have be invited to join the Social Prescribing Network.</p>	<p>HMCD/SS</p> <p>KB</p>	Closed
37	64/19	Funding Opportunities	Circulate details of funding from the Police Crime Commissioner	<p>23.10.19 – It was noted that Toby Davies will be addressing this.</p> <p>27.11.19 HMCD had submitted a bid for funding for £5k for each community. The outcome is awaited</p> <p>14.01.20 Notification has been received that the applications have had a positive outcome – formal letters to be issued next week. The funding can be used for a variety of projects such as the real change campaign (pay points to donate) in Barnstaple, Jubilee Gardens in Bideford, Belles Place and Market Arches Environment in Ilfracombe, scam prevention performance in Torrington.</p> <p>19.2.20 – 3 of the 5 bids were successful. NB and HMCD to relook at the Torrington Bid on Friday at a meeting with the PCC.</p>	HMCD	Ongoing

		Action	Comments	Lead	Outcome	
23rd October 2019						
38	72/19	Community Partnership Development Across North Devon	Each community to develop two measures for the evaluation template and HMCD/AB to collate	<p>27.11.19 AB confirmed that the action relates to measuring effectiveness. Measures should be in line with the OND principles. AB and HMCD were asked to contact each of the Ones to seek their suggestions.</p> <p>14.01.20 to evaluate the One Communities a theory of change will be developed which AB agreed to circulate. Stakeholders will then be asked what they require from OND to determine what should be measured.</p> <p>19.2.20 – Ab noted that is to be a different approach to this and KPI's are on the agenda for this meeting so closed.</p>	<p>AB/HMCD</p> <p>AB</p>	Closed
27th November 2019						
41	82/19	Evaluation of iBCF Pilots	Present evaluation summary every three months	<p>14.01.20 AB advised that this is a summary evaluation and DCC requirement. Individual iBCF reports have been completed which need to be pulled into a single report. It was agreed that the report will be presented back to the meeting in February.</p> <p>19.2.20 - This is to become a regular part of the agenda for this meeting. It also become part of the monthly reports. Closed</p>	AB	Closed
43	87/19	AOB/iBCF Funding	AB and PC to meet to discuss bid to DCC Doing What matters Fund	<p>14.01.20 AB confirmed that she had met with Paul Collinge to discuss submitting bids. iBCF criteria is awaited to enable submission of iBCF bids. JW agreed to write to DCC (Andrew Leadbetter) to seek additional funding for OND. HMCD advised that she will also contact Paul Crabb to arrange a visit to One Ilfracombe.</p> <p>19.2.20 – AB reported that applications for Ilfracombe and Torrington iBCF funding is being progressed for Community Developer Roles and once this has been done to review for the remaining Community Developer roles. PH suggested that there may be other funding options form Town Councils and other local grants which may cover the shortfall for end of contract months. AB and PH to investigate this.</p> <p>JW reported that the he had made enquiries to the DCC but that this did not look hopeful.</p>	<p>AB/PC</p> <p>JW</p> <p>HMCD</p> <p>AB/PH</p>	Ongoing
14th January 2020						

Action			Comments	Lead	Outcome	
44	04/20	Community Partnership Milestone Monitoring	Circulate report outlining the key milestones	19.2.20 - On the agenda for this meeting	AB	Closed
45	04/20	Community Partnership Milestone Monitoring	Circulate template to the One Communities to complete confirming whether they have achieved the milestones and present an update back to the next meeting	19.2.20 - On the agenda for this meeting	AB	Closed
46	05/20	Agree Community Partnership KPIs	Develop a KPI template using the objectives used by Torrington and TTVS	19.2.20 – Superseded with other workstreams	HMCD	Closed
47	05/20	Agree Community Partnership KPIs	Develop a how to guide to provide an understanding of a One Community from inception	19.2.20 – HM has done this for South Molton and can circulate if required. The Workplan elements to be included on the slide set by HMCD. AB to articulate what a One Community is to be included in the guide.	HMCD AB	Ongoing
48	08/20	Community Updates / Ilfracombe	Outline the level of support that can be provided within 35 hours of social hours prescribing compared to 18 hours, including benefits	19.2.20 – HMCD reported that this was requested as there will be a fall in hours of the current Social Prescriber with the change in funding and it was asked what the impact would look like, however with the most recent changes this was now not needed but there was still a need to look at future sustainability. This is part of the funding discussions for this meeting	SS	Closed
49	08/20	Community Updates / Ilfracombe	Raise the issue of social prescribing funding at the Devon conference	19.2.20 – HMCD did this.	HMCD	Closed
50	08/20	Community Updates / Holsworthy	Establish working group with S Banks, A Boyd and Councillor Parsons to take forward cross boundary discussions to create a One	19.2.20 – HMCD is going to support SB and A Boyd at the next meeting which is being organised at present. HMCD will speak to A Boyd	HMCD	Ongoing
51	08/20	Community Updates	Each Community to provide a written update to future meetings	19.2.20 – Communities reminded that this was part of the Memorandum of Understanding each had signed and that a Report should be submitted each month. CCo to send round the templates which should be completed. This is already part of the agenda and verbal feedback will be key points only.	HMCD CCo	Closed
52	09/20	OND Website	Present the Torrington 100 directory to the social prescribing meeting on 29 th January	19.2.20 – this was not possible for this meeting and it was suggested that there should be a task and finish group for this to complete it as it was a wider issue of directories for each of the One Communities. SS and PJ to progress with a small group, to work to a launch day for Community Developers and Social Prescribers.	SS and PJ	Ongoing

Action			Comments	Lead	Outcome	
53	12/20	Funding Opportunities	Circulate list of funding opportunities	19.2.20 – There are very few and have been circulated	HMCD	Closed
54	14/20	AOB / April Meeting	Rearrange April meeting	19.2.20 – JW noted that this is being organised	KW	Ongoing
19 th February 2020						
55		Community Partnership Milestone Monitoring	Circulate the Theory of Change Document		AB	
56		Community Partnership Milestone Monitoring	Resend the One Barnstaple Partners survey.		CCo	
57		Community Partnership Milestone Monitoring	to share at next meeting what comes out of the meeting on Monday for One Barnstaple and the evaluation template plan.		AB	
58		Community Partnership Updates	To speak to SB about the funding request for rough sleepers projects that has been received		PJ	
59		Community Partnership Updates	To produce a list of projects and programmes that could be certified to bid for monies under Learn Devon and Petroc funding		PJ, PH and EMcC	
60		Community Partnership Updates	To advise HMCD when the next meeting of One BASH is		SBa	
61		Community Partnership Updates	To invite a representative of One South Molton to the next One Communities Meeting		HMCD	
62		Support For One Communities	To check that the agendas of the individual one communities partners include an item of the support they require from OND		HMCD	
63		AOB - Governance	a meeting between JW, AB KE and PH about the issues of governance and the effects on the CVS organisations, then JW to meet with the boards of the 2 CVS's and discuss this with them.		JW	