

Minutes of VCSE Strategic Partnership Meeting

Held on Tuesday 2nd May 2023

At Sanger House

In Attendance:

Tom Beasley (TB) – Active Gloucestershire
Chris Brown (CB) – Forest Voluntary Action Forum
Sally Byng (SB) – Barnwood Trust (via Teams)
Vicci Livingstone-Thompson (VL-T) – Inclusion Gloucestershire
William North (WN) – The Long Table
Indigo Redfern (IR) – GL11

Apologies:

Kobe Francis (KF) – The Music Works, Pippa Jones (PJ) – Create Gloucestershire, Matt Lennard (ML) – Gloucestershire VCS Alliance, Nicola Simpson (NS) – Gloucestershire Wildlife Trust.

Guests:

Jill Parker (JP/Chair) – Gloucestershire VCS Alliance

Minutes by:

Karen Matthews (KM) – Gloucestershire VCS Alliance
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The meeting commenced at 13:33.

61.	Welcome, introductions and apologies	ACTION
	Apologies had been received from KF, PJ, ML & NS. Apologies were accepted.	
62.	Declarations of interest	
	There were no new interests to declare.	
63.	Minutes of Previous Meeting (3 rd April 2023)	
	<p>SB suggested a couple of amendments to minute no. 55. Subject to the amendments, the minutes were accepted as a true account of the meeting.</p> <p>Matters arising:</p> <p>a) <u>All group members to complete a short bio for the website by Friday 14th April.</u> Completed.</p> <p>b) <u>TB to share the Sport England “Code for Sports Governance” with the group.</u> Completed.</p> <p>c) <u>Group members interested in joining the CIC working party to email JP.</u> JP confirmed that she had received emails from three group members. The group would agree a date for the first meeting at the end of the meeting.</p> <p>d) <u>To discuss inviting Mary Hutton to a future meeting to be added to the next agenda.</u> Completed – to be discussed later in the meeting.</p> <p>e) <u>ML to forward the EACI meeting invite to IR</u> Completed.</p>	

	<p>f) <u>KF to discuss feeding into the group from the Creative Health Consortium with Deborah Potts.</u> To be carried forward.</p> <p>g) <u>JP to circulate a questionnaire to establish the protected characteristics within the group.</u> Completed.</p> <p>h) <u>JP to contact the Gloucester Race Equality Action Group (GREAG) about taking a place in the Strategic Partnership.</u> JP confirmed that she had spoken to AK, who would discuss taking a place in the Strategic Partnership with her board. It was agreed that, should a nomination be received from GREAG, the nomination could be considered by the group via e-mail.</p> <p>i) <u>JP to inform nominee of her appointment as Gloucester ILP Rep</u> Completed.</p> <p>j) <u>ML to request that inflationary increases for VCSE organisations be added to the agenda for the next Integrated Care Partnership meeting, and to report back to the group.</u> JP reported that ML had considered this after the meeting and decided that it would be inappropriate for him to raise the issue at the ICP. There was a discussion around whether the majority of organisations had actually requested inflationary increases or had informed funders that project outputs would be adjusted down accordingly.</p> <p>13:44 CB joined the meeting.</p> <p>There is a commitment to Full Cost Recovery in the MoU.</p> <p>It was suggested that a guide to Full Cost Recovery could be shared on the Strategic Partnership website.</p> <p>ACTION: JP to add the matter of inflationary increases to the June meeting agenda to discuss with Mary Hutton.</p> <p>k) <u>Leadership Development & Sector Event to be added to May agenda.</u> Completed</p> <p>l) <u>IR to discuss leases with Hot Spots to establish how much of a concern they are for VCSE organisations.</u> Completed. WN noted that he had been in discussion with Stroud District Council who would be pleased to come and share their experiences with the group.</p>	JP
64.	ICS Updates	
	a. Enabling Active Communities & Individuals (EACI) Representative	
	There were no items to discuss.	
	b. Health & Wellbeing Partnership	
	<p>TB reported that there had been some discussion around priority areas and what they meant to people. Wider discussions were taking place around evaluation.</p> <p>The next meeting was scheduled for the end of June.</p>	

	<p>c. Memorandum of Understanding (MOU)</p> <p>JP reminded the group that the MOU referenced some workstreams (such as a review of ICB commissioning, social value policy, and payment for representation) that needed more time to complete. The MOU had been put in place for twelve months from July 2022, and JP suggested an extension to March 2024.</p> <p>ACTION: JP to contact Hannah Gorf to ask that a formal request for extension of the MoU be sent to the group.</p> <p>It was agreed that the response should be forwarded to the group to seek consent for ML to sign an extension on behalf of the sector.</p>	JP
65.	Sector Events	
	<p>a. Clinical Programme Group event for the VCSE sector (July)</p> <p>JP reflected that it was frequently difficult to strike a balance between getting on with the work of group and referring back for approval. In the case of the CPG event, the focus of the day had now shifted slightly from ML's original proposal, and the event would now be a more fluid way for the VCSE to engage with whichever CPGs were of interest.</p> <p>It was suggested that a "Scheme of Delegation" be put in place to separate out which decisions sit where, alongside a RACI matrix.</p> <p>ACTION: TB to send a model Scheme of Delegation to JP.</p> <p>ACTION: SB to send details of the RACI framework to JP.</p> <p>ACTION: JP to draft a Scheme of delegation and/or a RACI matrix for the work within the remit of the VCSE Strategic Partnership.</p> <p>It was noted that some CPGs would be of wider interest within the VCSE than others, and that many groups having a direct impact on community health wouldn't identify as a "health" organisation and may not register to attend.</p> <p>JP requested that the group attend the event if available to do so.</p> <p>ACTION: VCSE Strategic Partnership members to register an interest in attending the CPG event if they are able to do so.</p>	<p>TB</p> <p>SB</p> <p>JP</p> <p>All</p>
	<p>b. Event designed and hosted by the VCSE Strategic Partnership</p> <p>JP noted that the event was in the action plan, but the group was yet to start work on planning it.</p> <p>The suggested topics for discussion included:</p> <ul style="list-style-type: none"> - "Places for place-based organisations" - Full-cost recovery - Motivational Interviewing (MI) - A "sense check" of the group's priorities against those of the sector - Volunteers and trustee recruitment <p>It was noted that the location of the event would impact on the groups in attendance, and that it was key to make the benefits of attending clear.</p> <p>It was suggested that the event could take place in January, when the MOU could be reviewed and the group's workplan for the following financial year could be informed by discussions.</p> <p>The group agreed that JP should begin planning the event.</p>	

66.	Leadership Development	
	<p>JP reminded the group that one of the group’s roles was to extend the engagement of the VCSE with the public sector, and part of that involved equipping a larger pool of people with the skills and behaviours to support them to do that well.</p> <p>It was agreed that secondments between public sector and VCSE organisations were very effective for both parties but were not widely used.</p> <p>Other suggestions were training for the VCSE Strategic Partnership to ensure the group is modelling appropriate leadership behaviours and a leadership development programme offer for the sector.</p> <p>The group reflected that the recent leadership development workshop had not followed a systems thinking model, which was the group’s preference.</p> <p>It was suggested that the January event could include a taster session on systems thinking in the morning, with the afternoon session dedicated to workshops on themes.</p> <p>It was suggested that Debbie Sorkin from The Leadership Centre, may be a suitable trainer for a leadership development programme. PJ had recently worked with Debbie Sorkin on the HCT Collaboratory project.</p> <p>ACTION: JP to contact PJ about linking work on leadership development with the Collaboratory.</p> <p>ACTION: JP to add “secondments” to the agenda for discussion with Mary Hutton.</p> <p>The group reflected that peer support was an important factor for CEOs who would often not have peer support within their own organisations.</p> <p>The group thanked the VCS Alliance for their support in providing networking and training opportunities for CEOs.</p>	<p>JP</p> <p>JP</p>
67.	Key Priorities for Sector	
	<p>It was agreed that there should be a slightly longer meeting once per quarter with the priorities agreed in advance.</p> <p>Suggestions for topics between meetings could be sent to KM.</p>	
68.	Future Meetings	
	a. Inviting Mary Hutton to this meeting: purpose/topic	
	<p>JP informed the group that Mary had been in touch and wished to discuss ‘resilience and infrastructure funding’ with the group. There was some confusion about what this meant. She was provisionally scheduled to attend the next meeting in June.</p> <p>Mary also wished to have some colleagues attend – namely Siobhan Farmer, Will Chapman, Gemma Artz, Hannah Gorf & Di Billingham.</p> <p>The group agreed this, and asked JP to respond to confirm, and also to inform Mary of the further two topics (inflationary increases and secondments) that the group had identified for discussion.</p>	

	<p>ACTION: JP to confirm items for discussion at June meeting with Mary Hutton and confirm who will attend the meeting.</p> <p>It was agreed that the group would have a pre-meet session on the 26th May between 12:30 and 1:30.</p> <p>ACTION: KM to schedule pre-meet session for the 26th May 2023 12:30-1:30pm</p>	<p>JP</p> <p>KM</p>
b. Joint meeting with ILP reps		
	<p>JP reminded the group that the reps were keen to discuss communications and coordinating the work of the Strategic Partnership with their own activities.</p> <p>It was suggested that the Strategic Partnership attend the ILP Rep meeting scheduled for the 21st June, 1pm-2:30pm. TB would facilitate part of the session on getting to know each other.</p> <p>ACTION: JP to contact ILP Reps to confirm that they agree to the Strategic Partnership attending the June ILP Rep meeting, and for the meeting to take place in-person, rather than online.</p>	<p>JP</p>
69.	Any Other Business	
	There were no items to discuss.	
	<p>The meeting concluded at 15:27.</p> <p>The date and venue of the next meeting is:</p> <p>1:30 – 3:30pm – 5th June 2023, venue TBC</p>	

Acronym Key	
EACI	Enabling Active Communities & Individuals
ICB	Integrated Care Board
ICP	Integrated Care Partnership (also known as the “One Glos Health and Wellbeing Partnership”)
ILP	Integrated Locality Partnerships
MOU	Memorandum of Understanding
VCSE	Voluntary, Community & Social Enterprise sector