Minutes of Time to Shine Core Partnership Meeting

Wednesday 27 January 2016

10.00am – 12:00pm

St George’s Centre, Great George Street, Leeds

Present

Bill Rollinson, Leeds Older People’s Forum (Chair)
Jim Garside, Leeds Older People’s Forum (Minutes)
Chris James, Rural Action Yorkshire
Becky Bracey, Rural Action Yorkshire
Kath Lindley, Tenfold
Rachel Cooper, Leeds Older People’s Forum
Eric Smith, Yorkshire MESMAC
Anne Forbes, Leeds Older People’s Forum
Lucy Green, Leeds City Council
Julia Edmunds, Age UK Leeds
Nicky Taylor, West Yorkshire Playhouse
Carol McGrath, Leeds City Council
Cath Mahoney, Individual
Ruth Cornelissen, Care & Repair Leeds
Hanna Wilcock, Leeds Older People’s Forum
Hillary Wadsworth, Leeds Older People’s Forum
Angela Goodyear, Feel Good Factor
Jean Townsend, Leeds Older People’s Forum
John Welham, Leeds Older People’s Forum

Apologies

Liz Messenger, Public Health
Sarah Alden, CIRCLE
Emma Whitworth, Eversheds

1. Welcome and Introductions

Bill Rollinson welcomed everyone to the meeting and attendees introduced themselves.

It was agreed that there would be no business until after the presentation from Community Connect, Rural Action Yorkshire.

2. Presentation by Community Connect – Rural Action Yorkshire

Becky Bracey delivered a presentation on Leeds Community Connect and its work with three rural communities in North East Leeds to develop services for local older people.

Chris James gave an information brief on Rural Action Yorkshire’s options for ways to engage with other Leeds communities.
3. **Declarations of Interest**

It was noted that the following people would leave for the Supporting Wellbeing section of the meeting due to interest:

- Julia Edmunds, Age UK
- Angela Goodyear, Feel Good Factor
- Ruth Cornelissen, Care and Repair

There were no other declarations of interest.

4. **Minutes of the Last Meeting and Matters Arising**

The minutes were agreed as a true and accurate record of the last meeting.

Rachel updated on the Review of Commissioning Process as a point of clarification.

**Matters Arising**

- **Review of Commissioning Process**
  A progress update was given on the Review of Commissioning Process.

- **Digital Inclusion – Digital Angels**
  It was noted that an update on the Digital Angels project was on the agenda.

- **Finance Report**
  It was noted that budgeting was underway and on time to meet the deadline.

- **Hall-Aitken Support**
  It was noted that Denis Donoghue had taken over from Adrian Carradice-Davids as the contact for Hall-Aitken.

- **Health Check**
  The Health Check was scheduled for March.

- **Neighbourhood Network Schemes**
  It was noted that the advert to appoint NNS representatives to the Core Partnership had gone out. One application had been received to date but the February deadline for applicants hadn’t passed.

5. **Commissioning Process Review**

The Time to Shine Commissioning Process Review report was tabled for discussion.

Hillary took the group through the report and the floor was opened to questions.

The group considered the feedback and made their recommendations.

6. **Outcomes Monitoring**

The TTS Outcomes Monitoring RAG (Red/Amber/Green) report was tabled for information.

Hillary took the group through the report and updated on the status of each project.

7. **Wider Partnership Event**

Hillary updated on the planned event in May to celebrate the first year of Time to Shine and showcase the work of delivery partner projects.

**Wider Partnership Event – Friday 6 May, 11am-1pm, West Yorkshire Playhouse**
8. **Leeds Health and Wellbeing Strategy Refresh**

The Writing the Leeds Health and Wellbeing Strategy (2016-2021) document was circulated for information.

Rachel updated on the Leeds Health and Wellbeing strategy refresh and the floor was opened for discussion.

**Action:** Bill and Rachel to work on an official response to Councillor Lisa Mulherin

9. **Any other business**

**Time to Shine Website**

It was noted that the TTS website was due to go live that week and the group revisited the discussion of whether to put CP minutes on the website.

It was noted that as the minutes were public documents they would need to be streamlined.

**Decision:** TTS to put minutes on the TTS website, from the date the site goes live, with an explanatory note about why previous minutes are not included

**Next Meeting**

Wednesday 24 February – St George’s Centre, Great George Street, Leeds

10. **Supporting Wellbeing**

The following people left for this section of the meeting due to interest:

- Julia Edmunds, Age UK
- Angela Goodyear, Feel Good Factor
- Ruth Cornelissen, Care and Repair

The ‘Supporting Wellbeing – Service Aim’ internal document was circulated for information.

Hillary gave a progress update and took the group through the report.

The floor was opened to discussion. [Broad discussion took place]

The CP supported the proposal in principle but wanted to look at the detail and consider any issues.

After robust debate the CP endorsed the proposal as outlined in the report.

**Action:** TTS to invite CP members to discuss Supporting Wellbeing in a time-limited working group

**Documents Circulated**

- Agenda
- Minutes from the last meeting
- Notes from the discussion at the meeting on keeping older people at the heart of the project
- Report on the Commissioning process review
- Writing the Leeds Health and Wellbeing Strategy (2016-2021)
- Time to Shine outcomes monitoring
- Information Pack on TTS and Delivery Partner activity (for information – not tabled)
- Supporting Wellbeing – Service Aim (internal document – not for circulation)