

**Cymru Older People's Alliance**  
**Board Meeting**  
**28 January 2020**  
**Age Cymru Offices Cardiff**

Attending: Gaynor Davies, Ken Davies, Lyn Finn, Phyllis Preece, Steve Milsom, Angela Tritschler, Sue Jones, Cllr Andrew Hinchliff

Attending via Skype: Ralph Stevens

Apologies: Hazel Maguire

### **0.0 Welcome / Apologies**

Steve welcomed everyone to the meeting.

### **1.0 New Co-opted Trustee**

Steve welcomed Andrew to the meeting and thanked him for joining the Board. Andrew introduced himself to the Board.

### **2.0 Declaration of Interest**

Nothing new to note

### **3.0 Minutes from last meeting – 31<sup>st</sup> October 2019**

Minutes were agreed for accuracy.

Actions from minutes:

Most action points are on this meeting's agenda.

Other points to note:

- All members were reminded to feed back to the board after any attending external meetings.
- Lyn had sourced some coloured strips for Phyllis' paperwork.
- Lyn is having the spare printer.
- Steve will bring in the spare computers to the Age Cymru office for them to be stored.

### **4.0 Review of COPA**

The working group consists of Ralph, Wyn Llewelyn and Steve.

Steve summarised the main points of the paper on the Review that had been circulated. At the moment the working group are carrying out a scoping exercise to look at what may need to change with the constitution.

At the next board meeting on the 24<sup>th</sup> March the future direction of COPA will be the main item for discussion and a full review of COPA undertaken. It is hoped that Wyn Llewelyn will be available to facilitate this meeting. Further details of the arrangements for the meeting would be circulated in due course.

**ACTION – Add future direction of COPA to agenda – SM**

Steve ran through the conclusions of the meeting:

- Ageing Society strategy- There is a remit in to review the engagement of older people.
- The representatives on MAFA are planning to bring up the engagement of older people as it's felt it's not good enough as it stands.
- It was agreed that it would be good to have list of questions to ask older people around issues such as, is your house suitable for your needs, what would life be like if you didn't have a car, what would happen if you can't get up the stairs.

**ACTION: All members to send any suggestions for questions to Amanda – ALL**

- It was felt that very little participation is received from voting members. What can we do to combat this?  
Suggestions were:  
Small workshops to get to know people in AGM's for example.  
Board members to attend more forum meetings.

**ACTION: All board members to arrange to attend at least one local forum meeting - ALL**

Discussions were held around who COPA are and who are their members.

It was noted that Gaynor and Steve were the MAFA reps. This was decided through a formal voting process. It was agreed that when the need arises for a deputy then either Sue, Lyn or Andrew would step in depending on who was available.

Sue noted that a voting member in North Wales has resigned and the replacement who was available has not attended a meeting for two months. Sue has emailed the gentleman concerned but is not getting a response. She mentioned that another lady is interested in the post. It was agreed that Sue would contact this lady direct.

## **5.0 Partnership Working with Other National Organisations for Older People**

Steve confirmed that the group met yesterday. It was felt that it was a very positive meeting and a Partnership Concordat was agreed. A letter would be sent to the Deputy Minister to confirm the position reached. A further meeting was to be held on 8 June.

Steve went over key facts of the Concordat.

Discussion were held around the representation in North Wales of Older people groups.

Andrew asked for copies of previous meeting papers and North Wales Action Plan.

**ACTION – Back papers to be sent to Andrew - SM**

**ACTION - Copy of the letter to Minister to be shared with the Board once finalised - SM**

## **6.0 Policy Development**

Rachel Lewis from Welsh Government had provided an update. The Strategy for an Ageing Society will include a commitment to a review of engagement of older people. Whilst initial work has begun on the review at the moment Welsh Government are prioritising the Strategy to ensure it is issued for public consultation as soon as possible. The Strategy is going to Cabinet on 4<sup>th</sup> Feb and there will be discussions about timescales at MAFA on 4 February. Discussions were held with Age Cymru around the Development Officer role which is still in the progress of being agreed.

## **7.0 COPA Business Plan**

The COPA business plan was agreed for 2020/2021, It was agreed that this must be used actively and everyone needs to take a specific part of the plan and take ownership and lead on it.

Discussions were held around how COPA could make the most of visits to local forums.

Pts:

- Perhaps ask a few forums to arrange to meet on the same day so that COPA members can go to speak to as many as possible on the same day?
- Have a regional meeting where forums can get together?
- There were originally six Cardiff forums but these were poorly attended and they have now merged into one. This works so much better and may be an indication that there may be a need to look at the way some other forums are run.
- Steve and Ralph to get a plan together to look on this issue but it was noted that regional trustees need to be on board in order to get these visits to work.

It was agreed that action needs to be taken as we have talked about this in many meetings. This would need to be a central issue in the review of COPA on 24 March.

The Ageing Society Strategy will help COPA to achieve their goals.

**ACTION - Review business plan at every meeting, have this as a standing agenda item – SM**

### **8.0 Campaigning priorities**

There is proposed national protest on TV licences for over 75s in London on the May 6<sup>th</sup>, It was suggested that all Organisations send representatives and contribute to the cost of the transport up. It was noted that this protest would help address the Isolation and Loneliness – a COPA priority.

It was agreed in principal to support the protest to London if it goes ahead.

It was felt that its not just COPA that is making a difference but also individuals. Everyone was reminded to feedback after attending any meetings or talks especially around campaign priorities.

Discussions were held around the website and what needs to be added to it. It was agreed that the Information page was important so that people can come to the website and see what COPA is doing.

### **9.0 Commissioner for Older People in Wales: Helena Herklots**

Steve welcomed Helena to the meeting.

Helena ran through the work she is currently involved in.

Pts to note:

- Business planning will be taking place from April onwards.
- Helena has been in post for over 18 months and thanked all the older people groups for their input over this time.
- Will be looking at the State of the Nation later this year and will be gathering evidence around ageism
- The Annual report and Commissioners report will be written and published.
- Looking into the Abuse of Older people.
- Working on the Rights of Older People and uphold your rights campaign.
- Helena felt that a victory had been won regarding raising the age limit of free bus passes. She thanked everyone for their hard work. She noted that Transport for Wales had said that a leaflet about claiming pension credit was being sent out with all new bus passes to try and help with the uptake of this benefit.
- Looking at Transport to health. A survey has been carried out and so far 600 responses have been received via various channels. A number of focus

groups are being held and the overall findings will be reported by the 4<sup>th</sup> March.

Phyllis mentioned about hospital transport and the waiting list and noted that this was an important issue.

- TV licence campaign is less positive. It was felt that is not moving and Helena urged everyone to keep pushing forward with the protest, In Helena's view its the government's responsibility not the BBC.
- Changes to free swimming – currently working with Sports Wales to carry on fight to get this service reinstated.
- A campaign on Ageism has started which has received a good response so far. The aim of the campaign is to make people more aware of what it is and how they can combat it. It is hoped to run some Ageism training and awareness raising session and Helena invited everyone to come along.

### **ACTION – Send invite out to voting members – AOS**

- Leicester University are carrying out some research to see how older people are represented in the media.
- A mapping exercise of support services for people suffering abuse is currently being undertaken.
- Work around Age Friendly communities will commence in April.
- Access to older mental health and support.
- Intergenerational work mainly looking at younger adults and older people working together.
- Ageing well - push on pension credit.
- Rights issues around LGBT plus older people rights especially in the care home setting.

Helena asked for any feedback / thoughts:

- COPA wants to work with Helena especially around the Ageing Well programme and especially around Age friendly communities, transport and Ageism.
- Discussions were held around the importance of intergenerational work
- Communications around Age Friendly Communities is at a very high level and it was felt that this needs to provide information that local communities can engage with.
- A discussion was held around Public liability insurance and community events. A lot of these smaller communities do good things but often havent got the funds to take out insurance. Helena noted these concerns but noted that Ruth Marks at the WVCA would be better placed to advice.

Steve thanked Helena for an excellent discussion session.

A COPA pledge was made on Everyday Ageism with Helena,

## **10.0 Finance**

### **10.1 Funding update 2019-20**

Gaynor reported on the finances of the Charity.

The current balance stands at 11k. A payment was received on the 17<sup>th</sup> January from Age Cymru and Gaynor questioned whether this was the last payment for this year? A further quarterly payment was thought to be scheduled

**ACTION – Amanda to check with Vicki – AOS**

### **10.2 Funding 20-21**

Amanda confirmed that the funding application for next year has gone to Welsh Government and Age Cymru is waiting to hear the outcome of that application.

It was decided that a more in-depth discussion would be held once more information was available on next year's finances.

### **10.3 Risk Register**

Steve tabled the updated the risk register. It was noted that most risks are amber so therefore we need to do something about these. There are no red flags which is good.

**ACTION - Carry this over to next meeting to talk about in more detail – SM**

### **10.4 Application for Grants**

Big lottery application: The Board voted previously that if we were going to be doing some work in North Wales that this needs to be driven by forums in North Wales and therefore any funding applied for would need to be led by the new N Wales Elected Trustee – No response from the advert to recruit had been received.

It was noted that as a review of COPA will be taking place at the next meeting, the opportunity could be taken to look at what kind of grants we can apply for and what we are going to do with it.

## **11.0 Communications:**

### **11.1 Communications Group**

Ralph began the conversation around what equipment is currently being used for video conferencing.

**ACTION – Amanda to speak to Computer World about the current wi-fi set up.**

It was suggested that if the video conferencing isn't working Board members could use teleconference in the future.

It was agreed that lessons from today's meeting need to be learnt, correct any issue and try again.

Ralph mentioned the request he had around IT training especially around email and using a word processor.

It was agreed that everyone needing training would be set up with the same email provider for COPA as this would make training easier.

**ACTIONS – Ralph to look into the best provider – RS**

It was also agreed that the same system for everyone for word would be set up.

**ACTION – Ralph to source a provider – RS**

**11.2 Facebook:**

Steve has opened a face-book account in COPA's name but due to technical problems he is unable to share it. **ACTION – Ralph to liaise with Steve to see what has gone wrong – RS / SM**

Angela to look at the COPA face-book page going forward.

Ralph flagged up a report from Umbrella regarding the problems faced by the LGBT community, especially older people. Umbrella are hoping to host an event around this subject and are happy to take it outside of Caerphilly and take out to the wider audience.

Andrew noted that he had done a report with Age Cymru on the issues facing LGBT older people going into Care.

It was noted that in principal COPA are happy to be involved with this particular issue and Andrew said he was happy to work with Ralph and the Caerphilly 50+ Forum about this.

**ACTION: Ralph and Andrew to work together on this – RH / AH**

**11.3 Newsletter:**

It was agreed that we would be pushing ahead with the planned newsletter. It was noted that there was a need to have something from North Wales.

**ACTION: Sue and Andrew to try and source an article.**

It is hoped to get the newsletter out by the 10<sup>th</sup> February.

**12.0 Future meetings**

**12.1: Next meeting**

The next planned meeting is 24<sup>th</sup> March where a full review of COPA will take place. It was suggested that the May meeting be held in North Wales. Ralph noted that he would not be able to physically attend a meeting in North Wales due to commitments at home.

It was agreed in last meeting we would have a joint conference and AGM in October / November. Costing and options including North or West Wales need to be considered.

**ACTION: Carry this over for future meetings – SM**

**ACTION: Lyn will be taking the lead on this conference - LF**

Steve thanked everyone for attending the meeting

Meeting closed at 2:40

## **COPA board of Trustee - Actions Agreed on 28 January 2020 (Progress in bold)**

### **Review of COPA**

- A fundamental Review of COPA to be held on 23/24 March to inform constitution review. **Postponed due to Covid-19**
- Engagement and Communications are key issues to be addressed in Review on 23/24 March. **See Board Paper 19 May**
- Each Trustee to attend at least 1 meeting of another Forum than their own. Partially achieved – **discuss on 19 May**
- Hold May meeting in N Wales and consider how to engage with Forums in region at same time – **postpone until after Covid-19. Use Zoom meetings in interim**
- Trustees to send any suggestions for questions to Older People to Amanda – **Further action needed**

### **Concordat with other National Organisations**

- Circulate letter to Minister and her reply. **Done**
- Next meeting of National Organisations - 8 June. **Meeting with other national organisations weekly through Commissioner**

### **MAFA**

- Steve and Gaynor to attend meeting on 4 Feb and circulate minutes when available. **Update sent**
- Reserve role to be covered on a needs basis and agreed at time - Lyn, Andrew and Sue.

### **Business Plan**

- 20-21 to be reviewed at each meeting. **Will undertake via email**
- Engagement with Forums essential – consider at COPA Review on 24 March **Discuss on 19 May**

### **Campaigning Priorities**

- COPA to participate in and contribute towards cost of any future TV License protest trip to London. **Postponed**
- Other priorities to be progressed

### **Commissioner**

- work to be progressed with Helena on Age Friendly Communities, Ending Ageism, Ageing Well, Bus Travel – **Ongoing.**

## **Finance**

- Gaynor to produce end – year expenditure summary for 2019-20 (May meeting) **Action via email**
- Amanda to speak to Vicky Lloyd re Age Cymru charges to COPA and final payment for 19-20. Amanda to confirm position re 20-21 funding. **Action via email**
- Steve to raise Risk Register again at next main meeting (May meeting) **Action via email**
- Applications for grant funding to be considered as part of COPA Review on 24 March **Consider via email/Zoom discussion**
- Development officer role to be discussed in more detail when WG funding agreed. **Pending Welsh Government decision**

## **Communications**

- Amanda to sort out problems with Video-conferencing facility before it is used again. **Zoom account purchased**
- Ralph to look at approach for word processing etc and contact Trustees **Done – further engagement with Ralph needed**
- Ralph and Steve to sort out Face-book technical problems and Angela to consider next steps. **Action underway**
- Ralph and Andrew to work together on Umbrella Project in Caerphilly **(done)**
- Newsletter to issue in February and Trustees support its circulation **(done)**

## **AGM/Conference in November**

- Item to be discussed at future meetings. **On agenda 19 May**
- Lyn to lead arrangements with the support of other Trustees