



EMPLOYER
RECOGNITION
SCHEME

GOLD AWARD 2020

Barnsley Armed Forces Covenant Board
Wednesday 24 April 2024
Westgate level 3 boardroom/Microsoft Teams

MINUTES

Attendees		
Name	Position	Organisation
Clr Joe Hayward (CJH)	Chair – Armed Forces Champion	Barnsley Council
Jayne Hellowell (JH)	Head of Commissioning and Healthier Communities and Armed Forces Lead	Barnsley Council
Anne Asquith (AA)	Senior Commissioning Manager – Healthier Communities	Barnsley Council
Louise Beaumont (LB)	Commissioning Officer – Healthier Communities	Barnsley Council
Pauline King (PK)	Regional Employer Engagement Director	RFCA for Yorkshire and the Humber
Roya Pourali (RP)	Inclusion and Wellbeing Lead	Barnsley Hospital NHS Foundation Trust
Nigel Taaffe (NT)	Operational Lead Armed Forces Community Covenant	South Yorkshire Police
Lynne Belli (LBe)	Council Governance Officer	Barnsley Council
Melanie Bray (MB)	Council Governance Officer	Barnsley Council
Andrew Simpson (AS)	Royal Navy and Falklands War Veteran Rep for BU6 and Smithies Depot	Barnsley Council
Elaine Mason (EM)	Case Worker	Op Nova
Ross Waterlow (RW)	Case Worker South Yorkshire	SSAFA
Louise Dodson (LD)	Senior Primary Care Transformation and Delivery Manager – Barnsley	NHS SYICB
Lucy Bramwell (LBr)	Employment Consultant	The Poppy Factory
Audrius Kopka (AK)	Communications and Marketing Officer	Barnsley Council
Neil Halsey (NH)	Armed Forces Champion for South Yorkshire	DWP
Zarah Khan (ZK)	Senior Employment Advisor	NHS Talking Therapies
Danella Senior (DS)	Clinical Team Manager S+W Yorkshire	Op Courage
Abbie Lister (AL)	Senior Mental Health Practitioner	Op Courage
Karen Hallam (KH)	Senior HR Business Partner	Barnsley Council

Apologies		
Name	Position / Organisation	Deputy
Luke Lancaster	Public Affairs and Campaigns Officer – Royal British Legion	
Michelle Kaye	Group Leader Housing and Welfare - BMBC	
Adrian Hunt	Branch Secretary SSAFA South Yorkshire	Ross Waterlow Case Worker - SSAFA South Yorks
Terri Milligan	Patient and Carer Experience Manager – Barnsley Hospital NHS Foundation Trust	
Liam Davies	Lettings Manager – Berneslai Homes	
Paul Carpenter	Armed Forces Community Covenant SPOC – South Yorkshire Police	Operational Lead Armed Forces Community Covenant - Nigel Taaffe – SYP

Actions Carried forward from meeting held 18 January 2024	Owner
Explore numbers of veterans in care homes, and if residents are asked if they are a veteran on referral: Update - question back to Adult Social Care if data collected on assessment can be extracted from case management system.	Anne Asquith
Approach key people in SWYPT regarding potential board membership: Update – to provide an update when wider discussions around Health attendance at several different boards are complete.	Jayne Hellowell

Item	Actions from 24 April 2024	Owner
3a	Board members to promote the Ex-Service Personnel fund through their networks.	All
3b	To promote the Ex-Service Personnel fund at Armed Forces Day 2024, potentially via a More Money In Your Pocket promotion.	Louise Beaumont/Anne Asquith
3c	To report back annually to the board on number of Ex-Service Personnel applications and spend detail.	Barnsley Council Governance reps
4a	JH and DS to meet with the Council's substance misuse lead to discuss links with Barnsley Recovery Steps and Op Courage.	Jayne Hellowell/Danella Senior
4b	To share Op Courage slides with board members.	Louise Beaumont
5a	LB to meet with key leads for priority areas to agree actions based on needs assessment recommendations.	Louise Beaumont
5b	Leads in each priority area (identified in needs assessment) to progress agreed actions and report back to the board.	Leads to be identified
5c	RP to share details of hospital patient panel for LB to share through the AF network.	Royal Pourali

7a	LB and AK to distribute the final version of the newsletter and upload to the Armed Forces Barnsley website.	Louise Beaumont/Audrius Kopka
7b	Board members to share and promote the refreshed Armed Forces Barnsley webpage across their networks.	All

Minutes	
1	Welcome, introductions and apologies – Chair
	The Chair welcomed all to the meeting, introductions and apologies were noted as above.
2	Actions from previous meeting held on 18 January 2024 – Chair
	<p>The previous minutes were accepted as an accurate record.</p> <p>Actions to carry forward from previous meeting:</p> <p>Explore numbers of veterans in care homes, and if residents are asked if they are a veteran on referral – The question is asked as part of the care home assessment process. However, the adult social care case management system does not currently have function to extract this data. The question has gone back to Adult Social Care if this can be done.</p> <p>Approach key people in SWYPT regarding potential board membership – There are currently broader discussions taking place related to partnership engagement and Health membership on several different boards. This is part of a wider piece of work. This action will be picked up when these discussions are complete.</p>
3	Ex Service Personnel Fund – Lynne Belli/Melanie Bray
	<p>LBe provided an overview and update of the Barnsley Ex-Service Personnel Fund that aims to support ex-service personnel in need of financial assistance.</p> <ul style="list-style-type: none"> • The fund was founded in 1918 as Barnsley and District POW fund. • In 1930 four properties were purchased to house returning POW's, ex-service personnel, and their dependants. • These properties were later sold due to unsustainable maintenance costs, with proceeds invested to generate interest which could be used to support ex-service personnel in need of financial assistance. • The fund is now called the Ex-Service Personnel Fund and is held in trust and managed by Barnsley Council. • The Council's Governance team administer the fund. • The fund aims to support ex service personnel in need of financial assistance, through, for example, disability, sickness, old age, poverty etc. • Small grants are assessed and approved by the fund's trustees and awarded to the applicant. • Applications can be received, by completing the application form available here, and emailing it directly to the governance team on governance@barnsley.gov.uk.

	<ul style="list-style-type: none"> • Applications can also be made through the fund’s case worker, with details of how to do this available within the finance section of the Armed Forces Barnsley webpage. • Some applications come through SSAFA and are directed to the fund’s case worker. • At least one in person meeting is held each year with trustees, Governance, and the Council’s finance officer that manages the payments/account. • Additional meetings will be called where required, for example, for applications over an agreed delegated amount, or where agreement on an application cannot be reached via email correspondence. • The Trust Deed states there should be 13 Trustees made up of the following: <ul style="list-style-type: none"> - Four Ex-Officio members. - Nine representative trustees. • The Governance team are currently working to bring trustee membership back to its quota. • It was acknowledged that SSAFA support with funding, where able and where an application is higher than can be paid from the fund. • There was an ask of board members to promote the fund across their networks and to support the recruitment of trustees. <p>Questions/Comments:</p> <ul style="list-style-type: none"> • CJH advised SSAFA would be useful to have on the board of trustees. • AS asked if there were other avenues for wider promotion through, for example, family members that could submit an application on behalf of a veteran in need of assistance, noting the veteran community do not always feel comfortable asking for help – The fund is currently promoted on the Armed Forces Barnsley webpage and it was suggested it could be promoted on Armed Forces Day as part of a promotion of the well utilised More Money in Your Pocket website. <p>ACTIONS:</p> <ul style="list-style-type: none"> • Board members to promote the fund through their networks. • To promote the fund at Armed Forces Day 2024, potentially via a More Money In Your Pocket promotion. • To report back annually to the board on number of applications and spend detail.
4	<p>Op Courage – Danella Senior</p> <p>DS attended to give an overview of the Op Courage Service. DS advised AL will be the lead representative for Op Courage at future AFC board meetings.</p> <p>Key points from the presentation:</p> <ul style="list-style-type: none"> • There were three stand-alone NHS services offering mental health support to veterans prior to Op Courage being formed in 2023: <ul style="list-style-type: none"> - Transition Intervention and Liaison Service (TILS). - Complex Treatment Service (CTS). - High Intensity Service (HIS). • Op Courage brings together these three services into a partnership that provides a broad range of mental health and wellbeing care and support for service leavers, reservists, veterans, and their families.

- There are 7 partners in the partnership including 5 NHS Foundation Trusts, Walking with the Wounded, and Combat Stress.
- Leeds and York Partnership NHS Foundation Trust cover the South Yorkshire area.
- The specialist service offers support to recognise early signs of mental health problems, and therapeutic treatment for complex mental health difficulties and psychological trauma.
- Referrals can be taken from MOD Departments of Community Mental Health up to 6 months prior to a service leaver's discharge.
- Other referrals can be from health care professionals, service charities, or via self-referral.
- Other key partners can support an Op Courage client in wider areas such as substance misuse, gambling etc.
- Access to support is via a triage system facilitated by the lead provider that allocates to the regional team.
- Moving towards a single point of access approach rather than the current 'no wrong door' approach.
- Pathways include:
 - Core pathway for those with a mental health need, wider needs, and for stabilisation support and access to psychological therapy in relation to military experiences.
 - Enhanced pathway is for those in crisis or inpatients in a mental health unit.
 - Integrated service is a flow between core and enhanced pathways as required.

Questions:

- JH – how many people from Barnsley are accessing the service and how many are presenting with substance misuse issues? To pick this up outside of the meeting.
- JH – what are the waiting lists for support – DS advised there are no waiting lists for therapy currently. Referrals are triaged within 1 day. If unable to make contact, 2 more attempts will be made on 2 consecutive days. This is followed by a 10-day opt-in letter to request another triage assessment. Referral is closed when opt-in letter is sent. If no further contact within 10 days client is discharged. The service works towards a KPI of 4 weeks to enter intervention phases. DS acknowledged that when awareness of service has increased, this may initiate waiting lists.
- JH would like to meet outside of the board to discuss how the inclusion of Combat Stress links in with Barnsley Recovery Steps (BRS) and to look at the synergy between BRS and Op Courage.
- EM – do Op Courage refer out to other statutory services or is everything done in-house? DS advised they may refer out to local Mental Health services, or if risks are above Op Courage thresholds they will facilitate referral into local services. Op Courage are there to enhance local services not to replace them. The main aim is to deal with military attributed mental health issues but will refer out where appropriate and on a case-by-case basis.
- PK advised of inclusion of a summary of all 'Op' services within the Employer Engagement Summer Newsletter.
- CJH – is there a time limit on approaching for support? – DS advised no time limit.
- NH advised the board the MOD do not currently recognise treatment for mental health issues related to Service if it comes from anyone under a consultant grade. This can potentially create issues if a claim is made that could lead to a disability pension or a war disability pension.

	<p>ACTIONS:</p> <ul style="list-style-type: none"> • JH and DS to meet with the Council’s substance misuse lead to discuss links with Barnsley Recovery Steps and Op Courage. • LB to share slides with board.
5	Armed Forces Needs Assessment – Louise Beaumont
	<p>LB presented an update on the Armed Forces Needs Assessment:</p> <ul style="list-style-type: none"> • Data from existing services, surveys and focus groups has been collated and analysed to highlight areas of challenge for the AFC. • A service mapping exercise of current support for the AFC has been completed. • Key priority areas where the AFC can be better supported or better informed of support already available have been identified through this data analysis and service mapping. • Some priority areas may need more promotion of available support, where some areas will need existing support to be built on and improved. • Key priority areas identified where existing support needs to be promoted, or can be improved, align to national research, and include: <ul style="list-style-type: none"> - Housing - Health - Employment - Education - Support for families - Civilian life/finances - Communication • An action plan will be produced with the help of leads for each priority area to identify key actions to make required improvements based on needs assessment data. • The action plan will then be used to report back to the board on progress. • There was an ask of board members to take ownership in their respective priority areas when progressing actions and when reporting back to the board. • Work is ongoing to produce a public facing document outlining findings and how improvements are intended to be made. <p>JH reiterated the need for ownership of actions to take forward required improvements, to be held by key leads in each priority area and for leads to be proactive in making progress and report back to the board.</p> <p>RP advised there has been a struggle with interest for a hospital patient panel. LB agreed to share details of the panel through the AF network to try and increase interest.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • LB to meet with leads in identified priority areas to agree actions based on needs assessment recommendations. • Leads in each priority area to progress agreed actions and report back to the board. • RP to share details of hospital patient panel for LB to share through the AF network.
6	Armed Forces Day 2024 and Armed Forces Walkway – Anne Asquith
	<p>AA provided an update on plans for Armed Forces Day (AFD) 2024, and the next armed forces walkway unveiling ceremony.</p>

	<ul style="list-style-type: none"> • Tri Services CIC in Penistone who were due to co-organise and deliver Armed Forces Day 2024, have ceased to exist so Barnsley Council will now lead the organisation of this, and subsequent year's Armed Forces Day celebrations. • This year's event will take place Saturday 15th June 2024 in the town centre and is free to attend. • Barnsley's AFD is held prior to National Armed Forces Day due to being able to secure more military presence this way. • There will be representation from all three military branches. • The day will start with a veteran's breakfast in the market kitchen, commencing at 8:30am. This will be followed by a marching parade setting off from the top of New Street at 10:25am and ending in Glassworks Square. • The day will then continue until 4:30pm with activities including performances from the Yorkshire Military Band, a 1940's singer that proved popular at the 2023 event, a wide selection of family friendly activities including a climbing wall, air soft range, zorb football, nerf wars, a military themed fitness activity area, a family military based trail, a selection of stalls for armed forces organisations, a dedicated space for veterans to meet within the Falco Lounge outdoor area, and the next armed forces walkway unveiling ceremony. • The walkway ceremony will take place at 2:00pm at the site of the walkway on Westgate in the College Gardens. The ceremony is to unveil 4 newly purchased stones for the walkway. <p>NT acknowledged and gave thanks for the work being undertaken in Barnsley to support the AFC.</p>
7	Armed Forces Newsletter – Louise Beaumont
	<p>The draft newsletter was shared with the board and approved for distribution.</p> <p>LB advised the newsletter aligns to findings of the armed forces needs assessment in relation to content that may be useful to the AFC.</p> <p>LB advised the newsletter will be shared with the board and asked members to share through their networks.</p> <p>The newsletter will also be uploaded to the refreshed Armed Forces Barnsley website.</p> <p>The refreshed Armed Forces Barnsley webpage was also shared with the board with an ask for members to share through their networks to increase traffic to the site that contains lots of useful information for the AFC https://www.barnsley.gov.uk/armedforces</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • LB and AK to distribute the final version of the newsletter and upload to the Armed Forces Barnsley website. • Board members to share and promote the refreshed Armed Forces Barnsley webpage across their networks.
9	AOB
	No other business discussed.
	Next Meeting
	Thursday 1 August 2024 10:30am-12:00pm

