



**Caring Together
Western Bay**
Health and Social Care Programme
**Gofalu Gyda'n Gilydd
Bae'r Gorllewin**
Rhaglen Gofal Iechyd a Chymdeithasol

Western Bay Regional Partnership Board

23rd March 2017

10.00 – 12.00

First Floor Conference Room, The Centre, Baglan

DRAFT Minutes

Attendees


Name	Organisation	Initials
Councillor Rob Stewart (Chair)	City & County of Swansea	RS
Professor Andrew Davies (Vice Chair)	ABMU HB	AD
Siân Harrop-Griffiths	ABMU HB	SHG
Maggie Berry	ABMU HB	MB
Councillor Huw David	Bridgend CBC	HDa
Darren Mephram	Bridgend CBC	DM
Susan Cooper	Bridgend CBC	SC
Councillor Peter Richards	Neath Port Talbot CBC	PR
Steve Phillips	Neath Port Talbot CBC	SP
Nick Jarman	Neath Port Talbot CBC	NJ
Phil Roberts	City & County of Swansea	PhR
Councillor Jane Harris	City & County of Swansea	JH
Councillor Mark Child	City & County of Swansea	MC
Dave Howes	City & County of Swansea	DH
Linda Jagers	Carers Representative	LJ
Emma Tweed	Care and Repair / Third Sector	ET
Rosita Wilkins	Service User / Citizen Representative	RW
Carwyn Tywyn	Mencap Cymru / Third Sector	CT
Melanie Minty	Care Forum Wales	MM
Sara Harvey	Western Bay	SH
Louise Fraser-Cole	Western Bay	LFC

In attendance

Gareth Davies (Agenda item 5)	Swansea University	GD
Sian Roderick (Agenda item 5)	Swansea University	SR
Hilary Dover (Agenda item 8)	ABMU HB	HDo

Apologies

Name	Organisation	Initials
Councillor Ali Thomas	Neath Port Talbot CBC	AT
Councillor John Rogers	Neath Port Talbot CBC	JR
Councillor Phil White	Bridgend CBC	PW
Councillor Hayley Townsend	Bridgend CBC	HT
Councillor Christine Richards	City & County of Swansea	CR
Councillor Jane Harris	City & County of Swansea	JH

Ref	Item	Action
1	Welcome, Introductions and Apologies RS welcomed everyone to the meeting. Apologies for absence were given as noted above	
2	Declarations of Interest No declarations of interest were received	
3	Minutes	
3.1	The minutes were agreed as an accurate record	
4	Matters Arising and Action Log	
4.1	The Regional Citizen's Panel is identifying a deputy for RW, as agreed previously and RW's welcomed this.	
4.2	The Trade Union Forum is looking to nominate a representative as well as a deputy to sit on the Regional Partnership Board	
4.3	The IFSS Report will be presented at the next Regional Partnership Board meeting and the review outcome	
4.4	The Principles of Prevention Framework is being progressed through Cabinets and the Health Board	
4.5	An update from CYP has been provided	
4.6	A summary of care home provision, breakdown spend and nursing provision is being progressed and will be shared with the RPB when available.	
4.7	ABMU HB has an established group for CYP voice – ABMU Youth which has met twice and is currently working on its priorities. This group will be the link with WB	
4.8	LAC / LCC Evaluation Report on agenda	
4.9	AD will be writing to BCBC concerning WCCIS	
5	Western Bay Community Initiatives Formative Evaluation (Local Area Coordination / Local Community Coordination)	
5.1	The Chair welcomed GD and SR to present the findings of the evaluation [see presentation below and evaluation report  LAC Evaluation 23.3.17.ppt circulated with meeting papers]	

- 5.2 GD shared the highlights of the evaluation and gave a brief background to LAC / LCC, further details of which are available in the Evaluation Report.
- 5.3 GD explained that the findings demonstrated the complexities of what coordinators are working with as well as the financial benefits that have been demonstrated, although it was highlighted that each case is unique.
- 5.4 GD emphasised that the focus is on individuals, providing a better life for that individual as well as defining outcomes
- 5.5 By identifying themes, it was possible to identify scenarios and thereby provide a greater understanding of the likely need of the individual and provide better outcomes.
- 5.6 The evaluation has proven that LAC / LCC is developing networks between resources and individuals, therefore building communities, therefore building resilience.
- 5.7 The presentation described the role of the coordinators as the connecting link between all involved. It also highlighted the progression of someone who has received assistance to becoming a person who is able to give assistance, making this a self-sustaining project.
- 5.8 There are 29 recommendations in total, taken from key findings.
- 5.9 The recommended next steps are to support the work of LAC and LCC , inform key stakeholders of progress, highlight added value as well as inform best practice and address any shortfalls in these initiatives, a continuation of evaluation should be planned collaboratively and applied.
- 5.10 GD and SR invited questions and comments from the Board:
- 5.10.1 MC expressed the wish to see this work expanded across the region. MC also recommended that wherever possible, Board members should try to speak to those involved as they have the knowledge and experience and therefore are best placed to advise on how best to progress. LAC coordinators should be recruited on a 'phased/staged' basis due to the complexity of the role.
- 5.10.2 CT informed the Board that he is promoting informing sessions across the region; responses and engagement have been 'first class' in relation to LAC/ LCC.
- 5.10.3 AD felt that the recommendations should not just be directed at LAs but should also include the HB and that this should be dovetailed with all partners
- 5.10.4 Concerns were expressed around a postcode lottery in terms of the support available as this resource is not available within all communities. GD highlighted that this is a 'local' project with local coordinators; this is more about a tailored response to need.
- 5.10.5 SC explained that the model in Bridgend has only subtle differences to the LAC model but it does follow the overall direction and key principles. BCBC coordinators have surgeries with the HB every week which is proving to be very successful.

- 5.10.6 There was discussion concerning the commitment to Local Community Initiatives (LAC/LCC) going forward across the Western Bay region and to look at a plan to rollout LAC/ LCC (timing, resources).
- 5.10.7 SP noted that a dialogue with Welsh Government concerning ICF being a longer term commitment than annual allocations would be appropriate.
- 5.11 **The Board noted the content of the Formative Evaluation Report of Local Community Initiatives in Western Bay produced by Swansea University.
The Board further agreed that a plan be produced to set out the resources and timings of a potential rollout of LAC/ LCC with full coverage across the region.**
- 5.12 The Chair thanked GD and SR for the work undertaken and for an excellent presentation.
GD & SR left the meeting
HDa joined the meeting

6 Feedback from Regional Citizen’s Panel Meetings

- 6.1 RW provided an update from the February meeting
- 6.1.1 Attendance at the meetings is growing
- 6.1.2 Comments have been received around Population Assessment and changes have been made where appropriate
- 6.1.3 There is a strong feeling among members that there should be more than one representative at the Regional Partnership Board
- 6.1.4 It has been agreed to meet before each Regional Partnership Board in order to discuss the agenda and raise any concerns / issues and provide the opportunity to give their views as the voice of stakeholders
- 6.2 RS confirmed that substitutes are permitted with advance notice
- 6.3 It was agreed that a deputy should be nominated to attend meetings when RW is unable due to other commitments
- 6.5 SH provided an updated from the March meeting
- 6.5.1 The Citizen’s Panel is setting up a subgroup to consider a forward work programme
- 6.5.2 Because future Council / Cabinet meetings have not yet been set, it has not been possible to arrange future Regional Partnership Board meetings; this has had a knock on effect and Regional Citizen’s Panel meetings cannot be arranged in advance as dates are not known, this is causing frustration among members of the Citizen’s Panel.
- 6.6 SH confirmed that Joanne Abbott-Davies also attends Regional Citizen Panel meetings, thereby ensuring a link with ABMU HB, which has been valued by the Panel.
- 6.7 It was agreed to consider the possibility of holding future Regional Partnership Board meetings in public, following discussion concerning transparency; officers to consider the

Nominate a deputy representative for RPB

Meetings in public to be added to the next agenda for discussion

mechanics of a meeting in public for the RPB to consider at its next meeting.

7 Western Bay Contracting and Procurement Board

- 7.1 DH updated the Board on progress and the current business case
- 7.2 The expected benefits of the project since 2014 and moving into 2017 are:
 - 7.2.1 Better quality services (local authority and health) for vulnerable adults addressing the implications for commissioners of the Winterbourne Review.
 - 7.2.2 Clear and better outcomes for service users
 - 7.2.3 A savings target of £1.3 million across the region for 2014/16, which was achieved by March 2016
 - 7.2.4 A savings target of £1 million across the region for 2016/17, which is on target to be achieved
 - 7.2.5 Better value for money for both local authorities and health services
 - 7.2.6 The development of a robust market that is able to meet current and future needs of people using the services
- 7.3 DH stated that Appendix A of the report contained details of digital stories/ case studies and the work that has taken place, challenges faced etc
- 7.4 Areas of work include Complete Outcome Focused Assessments, Mental Health Brokerage Regional Service for Residential Placements, developing a new Learning Disabilities Regional Brokerage Service to expand the Mental Health Brokerage Service, to review the Lesson's Learned from the first phase of the project and the pilot – Outcome Focused Assessments for Children with Complex Needs in Managed Care Services
- 7.5 DH commended the work carried out to date, with leadership from Jackie Davies, BCBC and input from the HB and three LAs, as well as the WB Programme Office team
- 7.6 The recommendations within the report were agreed
 - (1) To note the contents of the report, including benefits realised and the performance management principles embedded in the Contracting and Procurement Project including the case studies which evidence improved outcomes for service users.**
 - (2) To receive a further report concerning the National Integrated Collaborative Commissioning Health and Social Care Programme (IHSCCP) at its next meeting (subject to information being made available from the national project).**

8 ABMU Carers Partnership Board

Hilary Dover (HDo) joined the meeting

- 8.1 HD explained that the Carers Board was established in 2012 and has seen many changes. The Board consists of members from the HB, LAs, CVC's and local carers centres.
- 8.2 SC has recently been confirmed as Vice Chair of the Board.
- 8.3 HD explained the purpose of the Transition Plan produced by ABMU Carers Partnership Board with input from partner organisations and local Carers:
- 8.3.1 Building on the progress achieved as a result of the Valuing Carers Strategy
- 8.3.2 Maintaining the momentum of Carers awareness
- 8.3.3 Providing a framework for partner organisations to respond to Carers within the remit of the Social Services and Well-Being Act 2014 (Wales) which superseded previous Carers Acts and the Carers Strategies (Wales) Measure
- 8.4 Expected outcomes for Carers are:
- 8.4.1 Carers can access up to date information at the right time and from the right place
- 8.4.2 Carers are identified by staff who recognise their needs, provide them with appropriate information and signpost them to relevant services
- 8.4.3 Carers are engaged and consulted regarding any decisions made during their journey through health and social care services that affect them or the person they care for
- 8.4.4 All Carers are offered a Carers Assessment ensuring their needs are identified and addressed
- 8.4.5 Young Carers are identified and provided with appropriate information, assessment and support
- 8.5 LJ noted that the Transition Plan had been well thought out but some suggestions were passed to HDo on how to further improve the circumstances for Carers, especially around receiving timely information.
- 8.6 It was suggested that information should be available at GP surgeries as well as cafes and supermarkets where Carers are more likely to come across them. **Carers Partnership Board**
- 8.7 HDa welcomed the update and the work of the Board and stated that there it had been reported elsewhere of there being at least two to three Carers in each classroom in schools and more awareness raising should be done around this across the region in schools. There remained a lack of awareness about young carers issues in schools.
- 8.8 It was **agreed** that a commitment be made on a regional basis to offer awareness raising about young carers issues across schools in Western Bay. **Carers Partnership Board**
- 8.9 The Board noted the progress of the work of the ABMU Carers Partnership Board and its intention to refine its performance management framework for future reporting

- 9.1 The Annual Report was distributed at the beginning of the meeting; SH apologised for the lateness of the report but due to staff capacity it had not been possible to gather information, collate and complete earlier. SH also noted that the case had been made to WG officials that Annual Reports be submitted May/ June to allow sufficient time to complete the gathering of information in future.
- 9.2 SH requested any comments or feedback no later than Monday, 27th March as the report must be sent to WG by 1st April.
- 9.3 SH briefly ran through the content of the report.
- 9.4 The Regional Partnership Board **agreed** the report in principle, subject to any comments received
- 9.5 HDa requested that the report be synchronised with annual statutory reporting required of Social Services Directors to avoid duplication of work
- 9.6 AD noted that the report was a positive reflection of the increasing maturity of the partnership on the part of the LAs, the HB and all partners.
- 9.7 The Board expressed their thanks to the WB Programme Office for producing the report.

**Comments /
feedback to SH by
27th March**

10 Western Bay Funding Update

- 10.1 SH updated the Board on funding, the details of which are included in the agenda pack.

11 Western Bay Progress Report

- 11.1 SH provided an update on the work of Western Bay
- 11.2 As requested, an Action Plan has been produced for clearer reporting on outcomes. SH stated that the draft action plan had not been endorsed by the Leadership Group or Programme Team but would be presented at the April meetings for consideration and sign off.
- 11.3 It is anticipated that Population Assessment will be submitted to WG on 1st April, following approval by the Health Board and the three Councils.
- 11.4 The Board was reminded of the Population Assessment “Horizon Scanning” Workshop taking place on 6th April at The Centre, Baglan.
- 11.5 The WCCIS Project Progress Report was distributed within the agenda pack for information and update on progress
- 11.6 HDa requested that future progress reports be ‘RAG’ rated
- 11.7 It was requested again that NPT CBC bring forward roll out of WCCIS to ensure that the all partners within the region are able to access the same system and information sooner than 2019.

**WB Programme
Office to RAG rate
future progress
reports
NJ to confirm
whether WCCIS roll
out can be brought
forward within
NPTCBC**

12 AOB

12.1 AT has announced that he will be standing down as Leader of NPT CBC. All expressed considerable thanks for the work undertaken by AT as a public servant and requested a letter of thanks be sent on behalf of the Regional Partnership Board, as well as to Cllr John Rogers, Cabinet Member for Adult Services, NPTCBC.

SH to draft a letter of thanks to AT and JR

Date of Next Meeting

To be confirmed

The meeting closed at 12.00

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