



**3.00PM – 5.00PM**

**The Centre, Baglan**

## Minutes

### Attendees

<b>Name</b>	<b>Organisation</b>	<b>Initials</b>
Professor Andrew Davies (Vice Chair)	SBU HB	AD
Councillor Mark Child	Swansea Council	MC
Councillor Alan Lockyer	Neath Port Talbot CBC	AL
Tracy Myhill	SBU HB	TM
Andrew Jarrett	Neath Port Talbot CBC	AJ
Dave Howes	Swansea Council	DH
Gaynor Richards	NPT CVS	GR
Caritas Adere	Swansea Council	CA
Maggie Berry	SBU HB	MB
Linda Jagers	Carers Representative	LJ
Kelvin Jones	Alternate Service User / Citizen Representative	KJ
Melanie Minty	Care Forum Wales	MM
Anne Newman	Alternate Carers Representative	AN
Kelly Gillings	West Glamorgan	KG
Louise Fraser-Cole	West Glamorgan	LFC
<b>In attendance</b>		
Huw Davies	Welsh Government Agenda Item 6	HD
Joanne Abbott-Davies	SBU HB Representing Sian Harrop-Griffiths	JAD
Nicola Trotman	West Glamorgan	NT
Elaine Tanner	West Glamorgan	ETa
Melanie Blake	West Glamorgan	MBI
<b>Apologies</b>		
Councillor Rob Jones (Chair)	Neath Port Talbot CBC	RJ
Councillor Rob Stewart	Swansea Council	RS
Councillor Peter Richards	Neath Port Talbot CBC	PR
Councillor Clive Lloyd	Swansea Council	CL
Siân Harrop-Griffiths	SBU HB	SHG
Steven Phillips	Neath Port Talbot CBC	SP
Phil Roberts	Swansea Council	PRo
Jack Straw	Swansea Council	JS
Adele Rose Morgan	Service User / Citizen Representative	ARM
Emma Tweed	Care & Repair	ET
Debbie Smith	Swansea Council	DS

Ref	Item	Action / Decision
<b>1</b>	<b>Welcome, Introductions and Apologies</b>	
1.1	RJ was unable to attend the meeting, therefore the Vice Chair, AD welcomed everyone to the meeting and introductions were made	
1.2	AD stated that this would be the last Regional Partnership Board that KG would be attending until after maternity leave which is due to begin in June. AD expressed his thanks at the hard work and enthusiasm that KG has brought to the role to date	
1.3	AD announced his retirement as Chairman for Swansea Bay University Health Board and therefore will be stepping down from his role as Vice Chair of the Regional Partnership Board. This will be AD's last meeting. The role of Chairman of SBU HB is out for advert.	
1.4	The Board thanked AD for his work and achievements during his time working with the region and wished him every success in the future	
1.5	It was noted that there have been issues for some with the format in which Board papers are received, as they come out as one very long document; the re-formatting of the agenda pack was requested	<b>KG to ensure that the papers go out in the normal format and to speak to Democratic Services as the papers would now be sent directly from the West Glamorgan Transformation Office</b>
1.6	AD opened the first meeting of the West Glamorgan Regional Partnership Board following the boundary change with Bridgend CBC	
1.7	AD noted the requirement to ensure that the replacement for the Vice-Chair of the Regional Partnership Board is discussed at the next meeting	<b>KG to ensure that the replacement for the Vice-Chair is added to the agenda for the next meeting</b>
<b>2</b>	<b>Declarations of Interest</b>	
2.1	No declarations of interest were raised	
2.2	AD drew attention to the new Annual Declarations of Interest, Terms of Reference and Membership forms which have been amended in accordance with the boundary change. A copy of the documentation was included in the agenda pack Both forms must be signed and returned in accordance with the Code of Conduct, a copy of which was provided at the meeting for reference since the boundary change	<b>Each Board member to sign and return the Annual Declaration and Code of Conduct forms</b>
2.3	AD also reminded the Board of the voting rights for members, alternative representatives and co-opted members. A copy of the voting rights was included in the agenda pack	
<b>3</b>	<b>Draft Minutes of Previous Meeting – 17<sup>th</sup> January 2019</b>	
3.1	Agreed as an accurate account of the meeting	

Ref	Item	Action / Decision
<b>4</b>	<b>Matters Arising and Action Log</b>	
4.1	There were no matters arising	
4.2	Open actions were discussed:	
4.2.1	Expressions of Interest for the ASD Champion for Western Bay to be removed from the action log as it no longer applies to West Glamorgan	<b>Close action</b>
4.2.1	The Mental Health strategic Framework will have been presented to all Cabinets by the next meeting	<b>Close action</b>
4.2.2	The recommended option highlighted in the Western Bay Review for a Regional Scrutiny Panel will be discussed at the next meeting	<b>To be added to the next agenda</b>
<b>5</b>	<b>Action Plan Progress Report</b>	
5.1	There were no issues requiring escalation or highlighting. All actions are either complete or in progress with only a slight delay relating to recruitment. The majority of the plan is green and many tasks will continue into the new financial year but will fall into the newly established workstreams	
5.2	If agreed by the Board, KG stated that there will be a more streamlined format to the Action Plan Progress Report going forward and the progress of each workstream will presented more clearly	<b>Agreed to a more streamline version of the Action Plan Progress Report going forward</b>
5.3	Progress within the Action Plan for 2018 – 2019 was noted by the Board	
<b>6</b>	<b>Additional Learning Needs (ALN) and Education Tribunal (Wales) Act 2018</b>	
6.1	Huw Davies, Additional Learning Needs Transformation Lead, Welsh Government, briefly ran through the overview document included in the agenda pack	
6.1.1	The purpose of the overview is to raise awareness of the new legislation that will be live from September 2020, and the role of Transformation Lead is to support and challenge key partners	
6.1.2	HD stated that the responsibility for Looked After Children and ALN falls to Local Authorities	
6.1.3	The legislation has three overarching objectives:	
6.1.3.1	A unified legislative framework that supports all children of compulsory age or below with ALN and young people in school or further education	
6.1.3.2	An integrated, collaborative process of assessment, planning and monitoring which facilitates early, timely and effective interventions	
6.1.3.3	A fair and transparent system for providing information and advice and for resolving concerns and appeals	
6.1.4	Welsh Government produced a draft ALN Code prescribed for implementing the Act; the consultation deadline is 14 <sup>th</sup> June	

Ref	Item	Action / Decision
6.1.5	AN queried the lengthy delays in Health Board diagnosis for autism and the requirement of informing Local Authorities	
6.1.5.1	HD confirmed that Health Boards are duty bound to notify Local Authorities in order to provide the necessary provision, as per the Equalities Legislation.	
6.1.5.2	JAD confirmed that referrals currently received go through a multi-agency assessment, thereby automatically informing Local Authorities	
6.1.6	Currently Welsh Government makes the decision in relation to the provision for post 16 learners in specialist placements and coordinate the payments to the provider. ALNET will see this responsibility move to Local Authorities	
6.2	It was queried how the region works through the interfaces between Local Authorities and the Health Board and which Transformation Board would be most suitable to ensure compliance etc. It was suggested that perhaps the Children and Young People Transformation Board would be most appropriate	<b>Add to the Executive Board agenda for discussion</b>
6.3	It was queried whether the Regional Partnership Board has responsibility to ensure the Act is adhered to; HD confirmed the responsibility lies with the Local Authority	
6.4	AD confirmed that the West Glamorgan region is committed to delivering the support and services required	

*Huw Davies left the meeting*

7	<b>Amendments to Partnership Arrangements under Part 9 of the SSWB (Wales) Act 2014</b>	
7.1	KG provided a brief update to the changes in regulations as stated by Welsh Government which came into force on 1 <sup>st</sup> April	
7.2	The Regional Partnership Board were requested to:	
7.2.1	Note the changes in legislation	<b>The changes in legislation were noted</b>
7.2.2	Approve the recommendations and decisions made in the report	<b>The recommendations were approved</b>
7.2.2.1	Note the name change to the Regional Partnership Board	<b>West Glamorgan Regional Partnership Board approved</b>
7.2.2.2	Note the clarification to Pooled Fund arrangements	<b>Noted</b>
7.2.2.3	Delegate the responsibility for nominating the Housing Representative to the Integrated Transformation Board	<b>Approved</b>
7.2.2.4	Delegate the responsibility for nominating the Education Representative to the Children's Transformation Board	<b>Approved</b>
7.2.2.5	Delegate the development of the Annual Plan to the Transformation Office	<b>Approved</b>

Ref	Item	Action / Decision
7.3	Considering the voting rights of members, AN proposed allowing two representatives on the Regional Partnership Board for Carers and Citizens as well as a separate alternate for each	
7.3.1	CA confirmed that legislation allows for this but the decision lies with the Regional Partnership Board	
7.3.2	DH proposed that the suggestion by AN should be explored and suggested that the Integrated Transformation Board could be assigned this task, to be brought back to the next Regional Partnership Board meeting in July	<b>Integrated Transformation Board to explore the possibility of including two representatives for Carers and Citizens to the RPB with separate alternates for each</b>
<b>8</b>	<b>Western Bay Bridgend Disaggregation Report</b>	
8.1	KG provided a brief update regarding the disaggregation of Bridgend CBC to the region of Cwm Taf Morgannwg and were asked to:	
8.1.1	Note the approach and progress made to date	<b>Noted</b>
8.1.2	Approve the list of services transferring in April 2019 and those that are transitioning through 2019 – 2020	<b>Approved</b>
8.1.3	An extract of the schedule setting out services was briefly discussed. The schedule can be found in section 10.2 of the report	
8.2	It was stated that a Memorandum of Understanding should be completed at the earliest opportunity in relation to the agreed expectation of service	
8.3	KG confirmed that Service Level Agreements are to be completed within the next few weeks	
8.4	The Board was assured that each partner organisation has signed up to the commitment that there would be no prejudice during the transition and that no service has suffered any disruption to date	
8.5	MC acknowledged that this has been a large piece of work and congratulated all involved for the smooth transition	
8.6	AD confirmed that a 'Lessons Learnt' exercise regarding the boundary change will be completed and confirmed that there has been no visible impact to services	
<b>9</b>	<b>Western Bay Social Value Forum Progress Report – March 2019</b>	
9.1	A brief update was provided and the Regional Partnership Board were requested to approve the Western Bay Social Value Forum Progress Report	<b>Approved</b>
9.2	Issuing the report to Welsh Government was slightly delayed	
9.3	The report was co-produced by Elaine Tanner, Implementation Manager, Transformation Programme,	

Ref	Item	Action / Decision
	Council for Voluntary Services and Kelvin Jones, Service User representative	
<b>10</b>	<b>West Glamorgan Area Plan 2019 – 2023</b>	
10.1	The Regional Partnership Board was requested to approve the West Glamorgan Area Plan 2019 – 2023	<b>Approved</b>
10.2	KG confirmed that there has only been one amendment to the Area Plan to include Looked After Children	
10.3	KG informed the Board that the Population Assessment chapters have been disaggregated where possible. This has not been taken through consultation as only the footprint has been re-addressed	
10.4	It is recognised that there is a need for a Carers Strategy which has been agreed as a priority and will be taken forward as a workstream	
<b>11</b>	<b>West Glamorgan Action Plan 2019 – 2021</b>	
11.1	KG informed the Board that the Action Plan was discussed at each Transformation Board and consequently amendments have been made to the version included in the agenda pack.	
11.2	A discussion took place around procurement, social enterprise and housing and it was agreed that there needs to be a robust system in place to ensure efficient services are in place, to include collaboration between partner organisations and Social Value Forum	
11.3	KG welcomed feedback and comments relating to the Action Plan 2019 – 2021 via <a href="mailto:West.Glamorgan@swansea.gov.uk">West.Glamorgan@swansea.gov.uk</a>	<b>Board members to send comments / feedback to the West Glamorgan email address</b>
<b>12</b>	<b>Measuring the Mountain – Recommendations for the Regional Partnership Board</b>	
12.1	The report included in the agenda pack provides details to the Measuring the Mountain: Report of a Citizen's Jury	
12.2	The Regional Partnership Board were requested to:	
12.2.1	Note the Measuring the Mountain Report	<b>Noted</b>
12.2.2	Endorse the work that West Glamorgan has already undertaken and agreed to take as part of the Programme and Principles for the Transformation Programme which address the recommendations of the report	<b>Endorsed</b>
<b>13</b>	<b>ICF Funding 2019 – 2020</b>	
13.1	NT provided detail and an update of the ICF schemes supported for 2019 – 2020, details of which are outlined in the report	
13.2	The Regional Partnership Board were asked to note the information within the report	<b>Noted</b>
13.3	Concerns were expressed around the complicated nature of the application form and it was felt that some small organisations may have been put off from applying due to the forms themselves	<b>RPB to write to Ministers raising concerns regarding</b>

<b>Ref</b>	<b>Item</b>	<b>Action / Decision the ICF application form</b>
13.4	KG and NT have been invited to meet with Welsh Government to provide feedback on the process and intend raising the issue of the application form at this meeting	
<b>14</b>	<b>ICF Funding 2018 – 2019 Summary Update</b>	
14.1	NT provided information of the year end funding position for ICF revenue and capital schemes for 2018 – 2019	
14.2	The report only contains costs currently as outcomes are being collated. The information will be amalgamated and circulated to Board members by the end of April	<b>Circulate amalgamation of costings and outcomes to RPB</b>
14.3	The amalgamated report will be presented at the next Regional Partnership Board meeting in July for information	
14.4	Concerns were raised by AN that funding for respite for carers with dementia was declined	
14.4.1	DH confirmed that this was a statutory responsibility and therefore funding by core services. It is recognised that emergency respite for carers was a priority but this too is a statutory priority	
14.4.2	KG said that work is currently being undertaken around the duplication of proposals received and statutory priorities in order to ensure no aspects are missed	
14.4.3	JAD referenced the new carers strategy that will cover the full range of priorities which will include the National Priorities for Carers	
<b>15</b>	<b>WCVA High Level Findings from Interviews with RPB Chairs Report – Role of the Non-Public Sector Members</b>	
15.1	No feedback has been received following the interviews	<b>Recommendations to be addressed at the next RPB in July</b>
15.2	LJ confirmed that Carer Representatives were also interviewed	
<b>16</b>	<b>Urgent Items</b>	
16.1	It was requested that the Annual Terms of Reference for the Regional Partnership Board be reviewed	<b>Annual Terms of Reference to be reviewed at the next RPB meeting in July</b>

### **Date of Next Meeting**

18<sup>th</sup> July 2019

3.30 – 5.30

The Centre, Baglan

*The meeting closed at 5.00PM*