

West Glamorgan Regional Partnership Board

18th July 2019

3.30 – 5.30

The Centre, Baglan



Partneriaeth
Ranbarthol
Gorllewin
Morgannwg

West
Glamorgan
Regional
Partnership

Minutes

Attendees

Name	Organisation	Initials
Councillor Rob Jones (Chair)	Neath Port Talbot CBC	RJ
Councillor Peter Richards	Neath Port Talbot CBC	PR
Councillor Alan Lockyer	Neath Port Talbot CBC	AL
Phil Roberts	Swansea Council	PRo
Councillor Mark Child	Swansea Council	MC
Tracy Myhill	SBU HB	TM
Andrew Jarrett	Neath Port Talbot CBC	AJ
Dave Howes	Swansea Council	DH
Siân Harrop-Griffiths	SBU HB	SHG
Gaynor Richards	NPT CVS	GR
Caritas Adere	Swansea Council	CA
Maggie Berry	SBU HB	MB
Emma Tweed	Care & Repair	ET
Linda Jagers	Carers Representative	LJ
Kelvin Jones	Alternate Service User / Citizen Representative	KJ
Adele Rose Morgan	Service User / Citizen Representative	ARM
Melanie Minty	Care Forum Wales	MM
Anne Newman	Alternate Carers Representative	AN
Nicola Trotman	West Glamorgan	NT
In attendance		
Emma Jones	West Glamorgan	EJ
Melanie Blake	West Glamorgan	MBI
Emma Woollett	SBU HB	EW
Apologies		
Councillor Rob Stewart	Swansea Council	RS
Councillor Clive Lloyd	Swansea Council	CL
Steven Phillips	Neath Port Talbot CBC	SP
Debbie Smith	Swansea Council	DS

Ref	Item	Action / Decision
1	Welcome, Introductions and Apologies	
1.1	Cllr Jones opened the meeting. Noted that following departure of Andrew Davies, the RPB Vice Chair position was vacant.	
1.2	It was agreed to send a letter to Andrew Davies thanking him for his contribution as Vice Chair to the Board and to regional working.	NT to draft a thank you letter to AD on behalf of RPB Chair
1.3	Members of the Board noted that they experienced difficulties with the new format of papers sent by the West Glamorgan Programme Office given some of the paperwork did not come out in sequence. Noted previous format had been to embed documents into the agenda, however some members had problem with this. Further discussion on optimum way to circulate the agenda and papers for future meetings is required	
2	Declarations of Interest	
2.1	No declarations of interest were raised	
3	Draft Minutes of Previous Meeting – 17th January 2019	
3.1	AN queried the guidance relating to statutory responsibility for carers respite and promoting the carers own wellbeing, including the causes of loneliness and isolation, in accordance with Welsh Government's expectation that £15m for adult preventative services for adults in need of care and support, and support for carers should be used to improve direct support for carers.	
3.2	Agreed as an accurate account of the meeting with amendments	
4	Matters Arising and Action Log	
4.1	Scrutiny panel	
4.1.1	Concerns raised over how we resource a regional scrutiny panel. MC referred to a Welsh Government letter which noted they were looking to remove Community Health Councils and this could include a power of scrutiny. Noted programme arrangements would need time to bed in properly and agreed not to pursue regional scrutiny arrangements at this time and review again in nine months	Review the need for a regional scrutiny panel in 9 months
4.2	Welsh Government ICF Funding Application Form	
4.2.1	Noted that the issue around the application form had been raised in the Minister's visit. It was agreed to close this action	Close action
4.3	WCVA High Level Findings from Interviews with RPB Chairs Report – Role of the Non-Public Sector Members	
4.3.1	This has not been progressed due to time constraints but a further report has been sent around the themes of the findings which will brought to a future meeting	To be added to the future agenda

Ref	Item	Action / Decision
5	West Glamorgan Action Plan 2019-2021 and Action Plan Progress Update for 1st Quarter (April to June)	
5.1	The Action Plan was not approved at the last meeting as revisions were required following discussions at the Transformation Board meeting prior to Regional Partnership Board meeting	
5.2	NT noted that the Welsh Government template for the Action Plan was not helpful. A progress update report for the Action Plan had been developed by West Glamorgan Programme Office which was more user-friendly.	
5.3	NT briefed the Board on the Action Plan progress to date which includes a summary of the workstreams within the Adults, Children and Young People and Integrated Transformation Boards	
5.4	Emma Woollett welcomed the progress update for the action plan, though requested that the reason for RAG status and future milestones are included in future versions.	Revise action plan progress update to include reason for RAG status and future milestones
5.5	Noted there was an opportunity to resubmit a revised bid for Hospital to Home, with a reduced financial envelope of approximately £2m.	
5.6	AN noted that she had feedback from carers that their adult children had not had their recommendations followed up in relation to their outcome focussed assessment plans. MB requested information was sent to her so she could investigate.	AN to send information to MB in order that she could investigate
5.7	AN requested what is the legal framework for the programme and how does the outcome focussed assessment referred to fit with individual assessments under the Social Services and Wellbeing (Wales) Act 2014.	MB to provide information to AN
5.8	KJ noted he does not have lived experience in relation to CYP, so alternate rep will be needed for the CYP Transformation Board.	
5.9	AN asked how the Regional Priority LD.P1 responds to Regional Objectives LD S1-6 and noted it appears that the actions do not feed into the objective LD.P1. AN also noted that Commissioning for Complex Needs only covers a small cohort of LD community.	MB to provide information to AN
5.10	AN asked for Welsh Government's LD Improving Lives Programme could be referenced in the ' How will we deliver' section of the action plan.	MB to include in action plan
5.11	The Board approved the 1 st quarter Action Plan	
6	Representatives on Regional Partnership Board and Terms of Reference	

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6.1	NT noted that the vacant positions on the Board should be filled shortly	
6.2	It was agreed to have two Carer and Citizen representatives, with voting rights, with alternative representatives to only attend meetings where members are unable	Agreed to have 2 carer and 2 citizens reps with voting rights
6.3	It was agreed to consider the inclusion of the Police and Crime Commissioner and Chief Superintendent on the relevant Transformation Boards and / or Implementation Groups.	
6.4	Regional Partnership Board minutes to be sent to the Police and Crime Commissioner once approved	
6.5	The method in which to nominate a Vice Chair was discussed and it was agreed that this is a decision for the Board. Cllr Child put forward a nomination that Emma Woollett Interim Chair of Swansea Bay University Health Board be appointed as the new RPB Vice Chair. This was seconded. Discussion took place around the length of office for the RPB Chair and Vice Chair. NT to enquire into other region's arrangements and then clarify arrangements within the TOR.	Agreed Emma Woollett appointed as RPB Vice Chair
6.7	AN confirmed she had a few queries on the TOR. Agreed discussion to take place outside the meeting to review.	Discussion with AN regarding TOR queries
7	Letter in Response to Minister's Visit	
7.1	The Ministerial visit took place on 13 th June	
7.2	The visit was successful and a letter of acknowledgment has been drafted on behalf of the Regional Partnership Board with particular reference to the outstanding transformation proposal for Hospital to Home	RPB members endorsed the letter
7.3	NT informed the Board that there is a second Ministerial visit taking place in relation to Our Neighbourhood Approach on 9 th September	
8	Western Bay Annual Report 2018 – 2019	
8.1	The report is the last of its kind under the auspices of the 'Western Bay Health and Social Care Programme'. It describes the Board's key achievements during 2018/19 and outlines the next steps for partners entering into the newly formed regions of 'West Glamorgan' and 'Cwm Taf Morgannwg'	
8.2	An easy read and Welsh version is in progress	
8.3	AN noted that under priority 5 Carers it states that the Action Plan reflects the 3 National Priorities for carers, though she felt it does not reflect all 3 National Priorities for carers.	KR to amend the wording the annual report
8.4	The Annual Report was submitted to Welsh Government within the deadline of the end of June	

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9	Research, Innovation & Improvement Hub Funding Proposal	
9.1	A proposal has been developed for the establishment of a new Research, Innovation & Improvement Co-ordination Hub.	
9.2	The Regional Research, Innovation and Improvement Hub Team will complement the West Glamorgan Transformation Programme Office and be co-located with the team which is currently hosted by Swansea Council	
9.3	The proposal has been approved by the Integrated Transformation Board and Executive Board	
9.4	The Board endorsed the proposal	
9.5	The proposal is to be submitted to Welsh Government for formal approval	
10	Regional Partnership Board Evaluation Funding Proposal	
10.1	Welsh Government has provided evaluation guidance which confirms that each Regional Partnership Board will receive additional funding to support the wider performance and evaluation function of the Regional Partnership Board	
10.2	The Board endorsed the proposal	
10.3	The proposal is to be submitted to Welsh Government for formal approval	
11	West Glamorgan Communications Plan	
11.1	The West Glamorgan Communications Plan has been developed co-productively with citizens. It identifies target audiences and captures key messages for dissemination	
11.2	A pilot scheme will be trialled on Twitter and Facebook as well as a re-launch of the website. There is also a proposal for a citizen led Facebook page to enable citizen representatives to link in with residents in the region online	
11.3	The communication plan was noted by the Board	
12	Integrated Care Fund Investment Plan Update 2019 – 2020	
12.1	The report provides a summary of the Integrated Care Fund for 2019 – 2020 and includes feedback from Welsh Government on the ICF Revenue Investment Plan	
12.2	Additional funding of £200k for regions has been confirmed by Welsh Government to build regional capacity in a way that will tangibly improve access for children and young people in need of low level intervention and prevention activity	
12.3	Second round of ICF capital schemes have been submitted to Welsh Government to allocate the remaining ICF capital funding	
12.4	AN questioned what steps are being taken to ensure that the region will reach the 20% funding for Third Sector and Social Value Projects. NT explained that future funding approach could be more of a commissioned approach, though the process has not yet been developed, though would need to consider this funding condition.	

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12.5	AN asked what is the nature of the projects in the planning stage (referred to in 3.2 of the report) and which of the Regional Priorities do they relate to	EJ to provide information to AN
12.6	Ann Newman asked how the ICF funded schemes are addressing the three Learning Disability ICF priorities. NT to review and provide the information to Anne Newman.	EJ to provide information to AN in relation to LD priorities
12.7	AN asked which of the projects currently supported satisfy Welsh Government's expectations that ' part of the additional 15m for adult preventative services for adults in need of care and support, and support for carers should be used to improve direct support for carers.	EJ to provide information to AN
12.8	The ICF Investment Plan update was noted by the Board	
13	Western Bay Performance and Finance Summary Update 2018 – 2019	
13.1	The report includes the Western Bay Performance and Finance Summary Update 2018 – 2019 for all the ICF funded schemes and the associated detailed ICF overall monitoring return	
13.2	AN queried the following points:	
13.2.1	Why only 8% of the budget was spent on Carers. NT noted that £200k of the ICF funding was ring-fenced to carers and that there would be some additional schemes that had carers as the secondary beneficiaries.	
13.2.2	Why has £584, 681 been spent on LD and MH when Mental Health is not an ICF objective. NT noted that mental health was agreed as a priority within Western Bay over 2 years ago.	
13.2.3	Of the 8% spent on Carers, how much was allocated to the third National Priority for Carers – namely that all carers must have reasonable breaks from the caring role to enable them to maintain their capacity to care, and to have a life beyond caring	Review funding allocated to carers breaks
13.3	The Western Bay Performance and Finance Summary Update was noted by the Board	
14	Western Bay Carers Partnership Annual Report 2018 – 2019	
14.1	SHG updated the Board on the progress of implementation of the Western Bay Carers Partnership Board Action Plan for 2018 – 2019	Produce a letter of thanks to Hilary Dover, as Chair and Sue Cooper, as Vice Chair
14.2	Noted the new Chair of the Carers Partnership Board was Gaynor Richards	
14.3	The Western Bay Carers Partnership Board Annual Report was noted by the Board	
15	Commissioning for Complex Needs MJ Award	

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15.1	The West Glamorgan Commissioning for Complex Needs Project received a commendation from the MJ Local Government Achievement Awards after a submission last year	
16	Intermediate Care Fund Third Sector Showcase Event Feedback	
16.1	Summary feedback on the Intermediate Care Fund Third Sector Showcase Event Feedback in March 2019	
17	Urgent Items	
17.1	Some Board members requested that the meeting in October be pushed back by 30 minutes with a half hour pre-meeting	Amend times of pre-meeting and main meeting
17.2	Financial assistance for caring duties was requested	
17.3	It was requested that future meetings be moved to the mornings instead of the afternoon	Confirm with statutory partners whether this option is viable
17.5	Circulate webinar recordings to RPB members.	
17.6	Due to time constraints within the meeting it was agreed to email any questions relating to the agenda pack in advance of all future meetings to allow time for West Glamorgan Programme Office to respond to questions.	

Date of Next Meeting

17th October
10.30 – 12.30
Venue TBC

The meeting closed at 5.30