



Cardiff & Vale of Glamorgan
**INTEGRATED HEALTH
 & SOCIAL CARE PARTNERSHIP**

**PARTNERIAETH IECHYD
 & GOFAL CYMDEITHASOL INTEGREDIG**
 Caerdydd & Bro Morgannwg

Item 9

CARDIFF AND VALE OF GLAMORGAN REGIONAL PARTNERSHIP BOARD

**Hebron Hall, Cross Common Road, Dinas Powys
 4th February 2020
 2pm – 4.30pm**

Minutes of the Meeting

Attendance

Cllr Susan Elsmore (Chair)	Cabinet Member for Social Care and Health, Cardiff Council
Abigail Harris	Director of Planning and Strategy, Cardiff and Vale University Health Board
Cllr Ben Gray	Cabinet Member for Social Care and Health, Vale of Glamorgan Council
Caroline Ryan	Head of Children and Young People, YMCA
Cath Doman	Director of Health and Social Care Integration, Cardiff and Vale Integrated Health and Social Care (CVIHSC) Partnership
Charles (Jan) Janczewski	Vice Chair, Cardiff and Vale University Health Board
Chris Jones	Interim Head of Specialist Housing and Well Being, United Welsh Housing Association.
Claire Marchant	Director of Social Services, Cardiff Council
David Pritchard	Director of Regulation, Social Care Wales
Cllr Graham Hinchey	Cabinet Member for Children and Families, Cardiff Council
Helen White	Chief Executive, Taff Housing Association
Cllr Lynda Thorne	Cabinet Member for Housing and Communities, Cardiff Council
Malcolm Perrett	Vice Chair, Care Forum Wales
Nick Batchelar	Director of Education & Lifelong Learning, Cardiff Council
Pauline Young	Carers Representative
Rachel Connor	Chief Executive, Glamorgan Voluntary Services
Sam Austin	Deputy Chief Executive and Director of Operational Services, Llamau
Sarah McGill	Corporate Director – People and Communities, Cardiff Council
Sarah Wills	Head of Services (Central), Platform
Sheila Hendrickson-Brown	Chief Executive, Cardiff Third Sector Council
Secretariat	
Meredith Gardiner	Programme Manager, CVIHSC Partnership
Ruth Bartlett	Partnership Support Assistant
By Invitation	
Andrew Hall	Management Trainee, Cardiff & Vale UHB
Lee Davies	Operational Planning Director, Cardiff & Vale UHB
Lynne Aston	Assistant Director of Finance. Cardiff and Vale UHB
Judith Hill	Head of Integrated Care, Cardiff & Vale UHB
Sharon Miller	Regional Co-ordinator, Sustainable Social Services
Sonia Hutchings	Regional Project Manager, Sustainable Social Services
Sarah Capstick	Cardiff Health and Social Care Facilitator, C3SC
Sian Salked	Carers Friendly Manager, Carers Trust South East Wales

Apologies

Amanda Phillips	Head of Service, Social Services, Vale of Glamorgan Council
Estelle Hitchon	Director of Partnerships and Engagement, Welsh Ambulance Services NHS Trust
Lance Carver	Director of Social Services, Vale of Glamorgan Council
Paula Ham	Director of Learning and Skills, Vale of Glamorgan Council
Paul Roberts	Chief Executive, Newydd Housing Association
Cllr Margaret Wilkinson	Cabinet Member for Housing and Building Services, Vale of Glamorgan Council
Len Richards	Chief Executive, Cardiff and Vale University Health Board
Sarah McCarty	Social Care Wales

Minute number	Minute	Action/ Deadline
180	<p>1. WELCOME AND INTRODUCTIONS</p> <p>The Chair welcomed new members to the RPB:</p> <ul style="list-style-type: none"> • Nick Batchelar, Director of Education and Life-Long Learning, Cardiff Council • Helen White, Chief Executive, Taff Housing Association <p>Cllr Elsmore noted the forthcoming retirement of Paul Roberts as Chief Executive of Newydd Housing Association and thanked him for his work with the RPB from which he will also be stepping down. Cllr Elsmore noted that Helen White has agreed to be the second representative for Registered Social Landlords (RSLs) on the RPB and she was welcomed to the meeting.</p> <p>Cllr Elsmore also noted that Paula Ham and Nick Batchelar will be attending RPB meetings in rotation as the representatives of Education Services for their respective Councils.</p> <p>Cllr Elsmore also welcomed David Pritchard from Social Care Wales, representing Sarah McCarty.</p> <p>Apologies were noted as above.</p> <p>Declarations of Interest had been forwarded by various colleagues and Cllr Elsmore had noted and approved these in advance of the meeting.</p> <p>Actions:</p> <ul style="list-style-type: none"> ➤ Cllr Elsmore to send a letter of thanks to Paul Roberts on behalf of the Regional Partnership Board. ➤ An induction meeting to be held between Helen White and Cllr Elsmore 	

181	<p>2. MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING</p> <p>The minutes of the previous meeting in June 2019 (<i>Item 3.1</i>) were APPROVED as a correct and accurate record.</p> <p>Action Log It was noted that all actions had been progressed as detailed within the Action Log (<i>Item 2.2</i>).</p>	
182	<p>3. CARERS</p> <p>Cllr Elsmore welcomed the following colleagues to the Regional Partnership Board:</p> <ul style="list-style-type: none"> - Sharon Miller, Regional Co-ordinator for Sustainable Social Services - Sarah Capstick, Health and Social Care Facilitator for C3SC - Sonia Hutchings, Regional Project Manager for Sustainable Social Services - Sian Salkeld, Carer Friendly Manager, Carers Trust South East Wales. <p>Caroline Ryan and Pauline Young introduced the presentation noting that around £1.3 billion is saved by carers each year across Wales. The team provided an overview of the work underway for carers which had been developed under 7 key priority headings. In particular, the group highlighted the upcoming launch of a new Carers Gateway; a regional service providing information and support.</p> <p>RPB members warmly welcomed the presentation and the following issues were highlighted in discussion:</p> <ul style="list-style-type: none"> - The need to ensure that the Gateway links with other similar groups already existing within the region such as the Cardiff Family Advice Service, Domiciliary Care Providers; - The importance of emergency planning in the event of a crisis affecting the carer and the consequent impact for the person they care for. It was hoped that the creation of emergency plans might be incorporated as a performance measure for the Gateway. - RPB colleagues considered that a reduction in social isolation might also be an importance consequence of the Gateway. - There was a need to ensure that the Gateway supported Carers in signposting them to digital solutions which might help to enhance their caring role. - The issue of long term sustainability for the service was key and performance measures should be developed to help demonstrate the effectiveness of the service which in turn 	

	<p>would assist in supporting exit planning discussions at the end of the year.</p> <p>Cllr Elsmore thanked the group and stated it was good to see colleagues working together for the benefit of carers.</p> <p>RPB colleagues:</p> <ul style="list-style-type: none"> ➤ Noted the National Priorities ➤ Approve the establishment of the Carers Work Stream within RPB governance arrangements ➤ Approving the priorities set out in the strategy ➤ Commended the establishment of the Carers Gateway 	
183	<p>4. REGIONAL OUTCOMES FRAMEWORK</p> <p>Cath Doman presented the latest version of the Regional Outcomes Framework. The RPB workshop in December had helped to provide clarity on the overall purpose and values of the RPB and this latest version of the framework was welcomed positively by RPB members.</p> <p>The ensuing conversation noted the following:</p> <ul style="list-style-type: none"> - The need to develop the Regional Outcomes Framework into a web based, live system; - It was noted that ongoing conversations were taking place with colleagues within the Vale of Glamorgan to consider how such a development might fit with other key developments such as WCCIS; - There is a need for support from organisational leaders to ensure that performance data is made available across the partnership to enable the RPB to demonstrate impact and progress against the outcomes. This is a significant undertaking for the partnership. - There would be a need to ensure effective and accurate information sharing between partners. - Overall, it was hoped that the Regional Outcomes Framework would help the partnership to grow in maturity. <p>RPB colleagues APPROVED the Regional Outcomes Framework and requested that the SLG should now take forward a delivery plan to make the framework fit for purpose in delivering an interactive overview of key performance for the Partnership.</p> <p>Action</p> <ul style="list-style-type: none"> ➤ An implementation plan for the Regional Outcomes Framework should be taken forward by the SLG. 	Cath Doman

184	<p>5. FEEDBACK FROM MINISTERIAL MEETING</p> <p>Cath gave an overview of discussions at the recent meeting between RPB Chairs and the Deputy Minister, a summary of which had been circulated as Item 5. Particular attention was given to the need to reduce the number of Looked After Children currently living outside Wales and outside of their local area. Welsh Government anticipate regional and pan-regional solutions to be developed to meet this need. RPB members noted workforce issues as a key challenge in achieving this aim.</p> <p>Actions would now be taken forward as described in Item 5 with RPB members receiving an overview on progress as appropriate.</p> <p>Cllr Elsmore noted the Deputy Ministerial visit of 16th January 2020 to Ty Gwyn Special School which demonstrated the strength of partnership working in action. The link to the video is available here.</p> <p>Actions:</p> <ul style="list-style-type: none"> ➤ Prepare a report on the successes, challenges and impact of the RPB in readiness for the Learning Event on 12th February 2020. ➤ Consider opportunities for increasing Social Value impact across the region; ➤ Note the national directive to reduce the number of out of area Looked After Children placements; ➤ Prepare a plan for use of Engagement funding in 2020-21; ➤ Prepare an overview of all requirements pertaining to the revised Part 9 Guidance for consideration at the next meeting. ➤ Undertake a review of the Partnership response to Winter at the May 2020 meeting. ➤ Bring plans to develop a revised Population Needs Assessment and Wellbeing Assessment to the RPB as appropriate. 	<p>Meredith Gardiner Cath Doman</p> <p>Claire Marchant Cath Doman Meredith Gardiner Lee Davies</p> <p>Cath Doman</p>
185	<p>6. MID WINTER REVIEW</p> <p>Cllr Elsmore welcomed Lee Davies, Judith Hill and Andrew Hall to give a review on use of the Winter funding as circulated as Item 6. RPB members were reminded that £1.39m had been provided by Welsh Government to support winter pressures across the Region.</p> <p>Lee stated that pressures had been as expected over the previous month. The challenge now lay in ensuring that the service recovered from these demands and reverted to its normal operating parameters as quickly as possible. The focus lay in addressing the wave of long stay</p>	

	<p>patients which tended to remain within the system in late Winter and early Spring.</p> <p>Judith Hill explained the current position for Delayed Transfers of Care which had seen a slight deterioration over recent months. Some of the key issues appeared to be delays in assessment which dated back to September and October 2019 when significant sickness levels had been experienced across the partner organisations. The situation did appear to be improving, particularly with the implementation of the partnership hospital-based Single Point of Access team and increased capacity within care homes.</p> <p>RPB members were keen to voice their appreciation and support for the work which colleagues were undertaking across the partnership. It was important to learn from the positive impact that the additional funding had enabled so that this might inform plans for 2020-21. However, there was also a need for funding availability to be confirmed earlier in the year so that appropriate staffing structures could be secured.</p> <p>A full evaluation of the Winter period will be prepared for consideration at the next RPB in May 2020.</p> <p>Action</p> <ul style="list-style-type: none"> ➤ Bring a full evaluation of the Winter period to RPB in May 2020. 	Lee Davies
186	<p>7. REPORTS FOR APPROVAL</p> <p>7.1 <u>Integrated Care Fund</u></p> <p>Meredith introduced the papers which had been circulated prior to the meeting and contained the Q3 ICF Update for ICF. The majority of Revenue projects were operating in accordance with plans. Those projects highlighted in red had experienced recruitment issues and short notice of the funding. The focus of work over the coming year would turn to the development of appropriate exit plans.</p> <p>It was pleasing to note that all Capital projects had now gained funding approval from Welsh Government with the exception of the GVS Llantwit Major project where discussions continued. Work was now underway to review spend forecasts for the remainder of the investment period and a full report would be made available for the next meeting.</p> <p>Attention was also drawn to the Wales Audit Office reports on both the national and local elements of the Integrated Care Fund. Whilst the findings were largely positive for the region a review of lessons learned would be prepared for consideration by both the SLG and RPB.</p>	

	<p>Meredith concluded by referencing the recent visit to Ty Gwyn Special School as an excellent example of the impact that the ICF capital and revenue funds were making on the ground.</p> <p>The Regional Partnership Board APPROVED the Quarter 3 ICF report.</p> <p>7.2 Transformation</p> <p>Meredith initiated discussion by noted that Welsh Government have agreed to carry forward the forecast underspend in Transformation Funding into 2020-21.</p> <p>A second tranche of Transformation Funding has also been announced to facilitate spread and scale of those initial projects which have been shown to be effective either locally or in other regions. Work was underway to develop appropriate proposals and these would be shared at the next meeting.</p> <p>RPB members also noted the completion of an Interim Evaluation Report on the Cardiff and Vale Transformation Fund which had been undertaken by RSM Consulting.</p> <p>Meredith then introduced a dashboard summarising the current status and performance within each of the seven projects funded via Transformation. Two projects were due to finish imminently and conversations were underway with a view to extending their funding. Cllr Elsmore thanked Meredith for the Dashboard which provided a useful reference point and invited colleagues to approve the reports.</p> <p>RPB Members APPROVED the Transformation Q3 Report.</p> <p>7.3 Dementia Strategy 6 monthly Review</p> <p>RPB colleagues noted and APPROVED the 6 monthly review of the Dementia Strategy.</p> <p>Action:</p> <ul style="list-style-type: none"> ➤ Bring the Quarter 4 ICF report on revenue and capital provision to the next meeting for consideration. ➤ Bring the Transformation Quarter 4 report to the next meeting for consideration. ➤ Bring funding plans for both the ICF and Transformation Fund to the next meeting for consideration. 	<p>Meredith Gardiner Meredith Gardiner Lynne Aston</p>
187	8. MATTERS FOR RATIFICATION	

	<p>8.1 Funding for Prevention and Early Years</p> <p>Members noted the Plan which had been previously circulated as Item 8.1. Colleagues were invited to ratify the report.</p> <p>The Prevention and Early Years Plan was RATIFIED by the RPB.</p> <p>8.2 Move More, Eat Well Plan</p> <p>RPB colleagues noted the Plan which had been circulated previously as Item 8.2. Colleagues were invited to ratify the Plan.</p> <p>RPB members RATIFIED the Move More, Eat Well Plan.</p> <p>Actions:</p> <ul style="list-style-type: none"> ➤ Updates on the Prevention and Early Years Plan to be diarised as appropriate. ➤ Updates on the Move More, Eat Well Plan to be diarised as appropriate. 	<p>Secretariat</p> <p>Secretariat</p>
188	<p>9. HOUSING AND CARE PROGRAMME BOARD</p> <p>The minutes of Housing and Care Programme Board were NOTED. It was agreed that a broader overview of this work would be diarised for a future RPB meeting.</p> <p>Action:</p> <ul style="list-style-type: none"> ➤ An overview of the Housing and Care Work Plan by the RPB to be diarised as appropriate. 	<p>Secretariat</p>
189	<p>10. PUBLIC SERVICE BOARD (PSB) MINUTES FOR INFORMATION</p> <p>The minutes of Cardiff and Vale PSBs were NOTED.</p>	
190	<p>11. COMMISSIONING</p> <p>Cath Doman spoke on behalf of Lance Carver. She gave an update on pooled budget arrangements as outlined within Item 11 and noted that from April 2020 there would be a Common Care Contract in place across the Region.</p> <p>RPB colleagues NOTED the Commissioning Report.</p>	
191	<p>12. REGIONAL PARTNERSHIP AND RESEARCH, INNOVATION AND IMPROVEMENT HUB PROPOSAL TO WELSH GOVERNMENT</p>	

	<p>This item was deferred .</p> <p>Action:</p> <ul style="list-style-type: none"> ➤ Secretariat to add the RIIC Hub to the Agenda for the next RPB. 	Secretariat
192	<p>13. ANY OTHER BUSINESS</p> <p>There was no other business.</p>	
193	<p>14. CLOSE</p> <p>Cllr Elsmore thanked colleagues for attending and asked them to note the forthcoming dates listed on the agenda. Future RPB Workshop dates were to be confirmed.</p> <p>Action:</p> <ul style="list-style-type: none"> ➤ Prepare a list of future workshop dates in readiness for the next meeting. 	

DATES OF FUTURE MEETINGS

Dates of Future RPB Formal Meetings:

2.00-4.30pm Tuesday 5th May 2020, Ely Children's Centre, Michaelston.

2.00-4.00pm Tuesday 28th July 2020, Committee Room1, Cardiff County Hall, Atlantic Wharf, Cardiff.

2.00-4.00pm Tuesday 3rd November 2020, Hebron Hall, Cross Common Road, Dinas Powys.

2.00-4.00pm Tuesday 26th January 2021, Committee Room 1, County Hall, Atlantic Wharf, Cardiff.

2.00-4.00pm Tuesday 27th April 2021, Hebron Hall, Cross Common Road, Dinas Powys.

Upcoming Events

Date	Title	Planned Attendees
12.02.2020	RPB All day Learning Event Cardiff City Stadium	Cath Doman, Meredith Gardiner, Cllr Susan Elsmore, Cllr Ben Gray, Charles Janczewski and Lance Carver. Further acceptances from wider RPB awaited.
26.02.2020	Transformation Fund Learning Network Workshop	Cath, Meredith and Steve Hodgeson as local Evaluator.