

WEST WALES REGIONAL PARTNERSHIP BOARD

16 June 2016, 10AM

Caer Suite

Mid and West Wales Fire and Rescue Service Headquarters

Lime Grove Avenue

Carmarthen

SA31 1SP

Minutes

Present

Sue Darnbrook (SD), Ceredigion County Council

Rhian Dawson (RD), Carmarthenshire County Council

Cllr Simon Hancock (SH), Pembrokeshire County Council

Cllr Catherine Hughes (CH), Ceredigion County Council

Sue Leonard (SL), Pembrokeshire Association of Voluntary Services (PAVS)

Pam Marsden (PM) (Chair), Pembrokeshire County Council

Melanie Minty (MM), Care Forum Wales

Keith Moultrie (KM) (facilitator), Institute of Public Care (ICP)

Arabella Owen (AO) (minutes), West Wales Health, Social Care and Wellbeing Partnership

Martyn Palfreman (MP, West Wales Health, Social Care and Wellbeing Partnership

Jill Paterson (JP), Hywel Dda University Health Board

Cllr Jane Tremlett (JT), Carmarthenshire County Council

Apologies

Cllr Gareth Jones (GJ), Carmarthenshire County Council

Jake Morgan (JM), Carmarthenshire County Council

1. Welcome and Introductions

PM welcomed those present to the meeting of the West Wales Regional Partnership Board. A round of introductions followed; KM was welcomed in an advisory capacity.

2. Declarations of interest

SH declared an interest in relation to his position on the Council of the Care Council for Wales. No other interests were declared.

3. Board Membership

MP presented the paper on Board Membership. The Board were asked to provide their views on membership to ensure adequate representation and approval of a formal appointment process for citizens, carer and national third sector representatives in advance of the September meeting.

The Board considered the role of Housing Services, and confirmed that this sector was represented through the remit of two of the three Directors of Social Services. The Regional Supporting People Programme, which focussed on commissioning housing-related support, would be represented through CH who chaired this Board.

CH questioned the cross-cutting role of the Mid Wales Healthcare Collaborative and its affiliation with the Regional Partnership Board. The Board proposed that the link between the two Boards would be formalised. **ACTION: MP**

The Board approved the process for appointing representatives, and delegated responsibility to SL and MP to develop and implement this, taking into consideration the approach developed by Powys Association of Voluntary Organisations (PAVO) in relation to the peer-selection process and on-going support provided to representatives. **ACTION: SL and MP.**

The Board agreed that one carer and three people with need for care and support would be sought, and that the additional third sector organisation representative would be required to be operational in the region. Consideration would be given to whether DBS checks would be required for individuals. **ACTION: SL and MP**

The Chair of HDUHB and the Chief Executive of the Care Council for Wales would be invited to nominate a member of their respective organisation to the Board.

ACTION: MP

4. Delivering Transformation Grant 2016-17

The Board were advised on parameters and priorities of the Welsh Government's Delivering Transformation Grant (DTG) and proposed use of the funding in the West Wales region. The Board noted the activity against the DTG priorities and the associated regional budget, and that these high level priorities would be developed and incorporated into a Partnership Plan which would be endorsed at the September meeting. Financial and activity updates would also be provided in September.

The Board would consider arrangements for providing resources to support partnership arrangements post March 2017 at the September meeting based on the proposed proportionate allocation to local authorities of existing DTG resources, via the RSG, in 2017-18.

5. Intermediate Care Fund 2016-17

MP advised the Board that Welsh Government had provided an extension to 17 June for the submission of the West Wales Intermediate Care (ICF) Programme and the Memorandum of Understanding (MOU).

MP assured the Board that local ICF projects had been signed off by local partnerships, but due to the lateness in receiving approved projects, the draft ICF Programme would be further developed and finalised through communication with ICF leads.

The Board were advised of the requirement to submit to Welsh Government a MOU supporting the regional ICF programme which set out partner accountabilities in coordinating, delivering and reporting on the programme. The draft MOU had been approved by partners, with the exception of representatives of Pembrokeshire local authority who were providing final sign off.

The Board approved the ICF Programme and the MOU in principle, and requested receipt of a quarterly monitoring report at future meetings. The Board would receive the final documents submitted to Welsh Government. **ACTION: MP**

6. Dewis Cymru: Implementation

The Board received an update on the implementation of the Dewis Cymru database in West Wales. A phased implementation of Dewis has commenced, whereby local authorities begin to transfer information from existing systems, with a view to the system going live in West Wales over the summer period. Pending identification of an appropriate mechanism, data will be shared between Dewis and Infoengine in relation to third sector services in West Wales.

The Board were advised that negotiations continue to take place between the Local Government Data Unit and PAVO as host of the Infoengine resource directory of third sector services. SL raised an issue of contention relating to the sharing of IT

protocols and intellectual property. PM confirmed that the Board remains committed to working with Dewis to develop the database, and that the role of the Board would be to ensure the implementation progressed rather than focusing on the detail.

7. Population Assessment

The Board noted the statutory requirements in relation to the Population Assessment, and endorsed agreements for undertaking the Assessment in West Wales. An external project manager, Mary Palmer, had been appointed to lead on and manage the West Wales Population Assessment.

A multi-agency stakeholder group of data specialists, commissioners and service managers would be convened to undertake the core tasks within the assessment process. This group would meet on 22 June.

The Board would receive regular updates on progress, and would receive the draft Population Assessment for consideration in December 2016.

8. Board priorities and Terms of Reference

KM presented the draft Terms of Reference which set out the purpose, role and responsibilities and broad overview of the Board. He highlighted the responsibility for signing off an annual Partnership Plan and the production of an Annual Report for Welsh Ministers on delivery of the Plan, the integration of services, and progress reporting to the three Public Service Boards.

The Board agreed the draft Terms of Reference with the inclusion of reference to the oversight and scrutiny of the work of the programme boards, and the formal link with the Mid Wales Healthcare Collaborative. The Terms of Reference would be reviewed in December 2016. **ACTION: MP**

The Board agreed that nominated deputies would be required to attend the Board should the designated Board member be unable to attend. Cabinet members would be required to attend; MP would clarify with GJ his role as deputy. **ACTION: MP**

KM facilitated discussion based on the proposals set out against the Social Services and Well-being (Wales) Act and the DTG requirements in the working paper. The Board agreed that the overall themes and key imperatives were accurate, though SL requested more robust reference to the development of alternative not for profit delivery models. **ACTION: MP and SL**

KM focussed the Board's attention to the importance of the "so what?" question, and emphasised the role of the Board would be to ask the right questions to ensure the programme was on track to ensure the provision of better outcomes for citizens.

The Board agreed that the identified leads would work with MP to develop the context of each theme within their responsibility and drive the programme.

ACTION: MP and PM/SD/JM/JP/SL. This would form the Partnership Plan, which would inform the Annual Report for Welsh Ministers.

9. Election of Chair and Vice Chair

The Board proposed, nominated and seconded SD as Chair, and SH as Vice Chair.

The Board formally expressed their appreciation to PM for her pivotal role in leading the work of the regional collaborative partnership in her dual roles as strategic lead and Chair.

10. Any other Business

Regional Programme Boards

The Board confirmed the proposal to incorporate the four programme boards into one integrated delivery board which would scrutinise programme activity and report progress and any exceptions to the Board.

Next meeting

The next meeting of the West Wales Regional Partnership Board will take place:

15 September 2016, 10AM

Caer Suite

Mid and West Wales Fire and Rescue Service Headquarters

Lime Grove Avenue, Carmarthen SA31 1SP

West Wales Regional Partnership Board 16 June 2016 Action Log

Action	Lead	By when	Comments/Outcome
Board Membership: The link between the Mid Wales Healthcare Collaborative and the Regional Partnership Board would be formalised	MP		
Board Membership: The process for appointing representatives would be developed and implemented, taking into consideration the approach developed by PAVO	SL and MP	15 Sept	
Board Membership: Consideration would be paid to whether DBS checks would be required for individual representatives	SL and MP	15 Sept	
Board Membership: The Chair of HDUHB and the Chief Executive of the Care Council for Wales would be invited to nominate a member of their respective organisation to the Board	MP	15 Sept	
Intermediate Care Fund: The Board would receive the ICF Programme and the MOU final documents submitted to Welsh Government	MP	End June	
Board priorities and Terms of Reference: The Terms of Reference would be reviewed in December	MP	15 Dec	
Board priorities and Terms of Reference: MP would clarify with GJ his role as deputy	MP	15 Sept	
Board priorities and Terms of Reference: SL requested more robust reference to the development of alternative not for profit delivery models	MP and SL		

Board priorities and Terms of Reference: Identified leads would work with MP to develop the context of each theme within their responsibility and drive the programme	MP and PM/SD/JM/ JP/SL		
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