

WEST WALES REGIONAL PARTNERSHIP BOARD



28 July 2017, 10:30AM

Caer Suite

Mid and West Wales Fire and Rescue Service Headquarters

Lime Grove Avenue

Carmarthen

SA31 1SP

Minutes

Present

Sue Darnbrook (SD) (Chair), Ceredigion County Council
Cllr Catherine Hughes (CH), Ceredigion County Council
Cllr Jane Tremlett (JT), Carmarthenshire County Council
Cllr Tessa Hodgson (TH), Pembrokeshire County Council
Jonathan Griffiths (JG), Pembrokeshire County Council
Jake Morgan (JM), Carmarthenshire County Council
Hazel Lloyd-Lubran (HLL), Ceredigion Association of Voluntary Organisations (CAVO)
Linda Williams (LW), Hywel Dda University Health Board
Melanie Minty (MM), Care Forum Wales
Cathryn Thomas (CT), Social Care Wales
Alan Thomas (AT), user representative
James Tyler (JT), user representative
Karen Chandler (KC), Pembrokeshire People First (advocate for JT)
Martyn Palfreman (MJP), West Wales Care Partnership
Michael McClymont (MMc) (notes), West Wales Care Partnership

Apologies

Steven Griffiths (SG), Carer representative
Jill Paterson (JP), Hywel Dda University Health Board
Tracey Price (TP), Mind Pembrokeshire

Given that the position of Chair would be technically vacant until election to the position under Item 5, it was agreed that MJP would chair the initial stages of the meeting.

1. Welcome and introductions

MJP opened the meeting and welcomed Cllr Tessa Hodgson (TH) to her first meeting of the RPB, following her appointment as Pembrokeshire County Council's Cabinet Member for Social Services. Round table introductions followed.

2. Apologies

These were noted.

3. Minutes of previous meeting held on 19th May 2017, accuracy and matters arising

The minutes were approved as a correct record of proceedings, subject to the following amendment:

Item 4, second paragraph (P2). Sub-heading should read 'Integrated commissioning/prevention'.

Matters arising:

- P2 Item 4, third paragraph - MJP confirmed that the third sector had been represented on the interview panel for the Regional Programme Manager – Integrated Commissioning and Prevention. Recruitment processes to regional positions would be reviewed to ensure promotion of vacancies across all sectors
- P5 End of Item 6 - The 'Carers Aware' training programme information would be made available on the WWCP website as a matter of urgency.
- P5 Item 8 – An update report on the establishment of a Citizens' Panel would be provided at the next meeting. **ACTION: MJP**
- P6 Item 10, first paragraph – MJP advised that key personnel from Welsh Government had been unavailable due to annual leave. An update on the E-health strategy would be provided at the next meeting. **ACTION: MJP**
- P6 Item 10, second paragraph – MJP advised that an invitation had been made to the ARCH team to attend the next meeting; a response was awaited.

It was noted that all other outstanding actions would be considered under subsequent items on the agenda.

4. Revised Terms of Reference

MP had been working with Lucy Griffiths, Solicitor with Pembrokeshire County Council to refresh the RPB's existing Terms of Reference to reflect statutory requirements and wider local governance arrangements. The revised Terms of Reference made clearer the role of the RPB in holding statutory partners to account for meeting the range of responsibilities conferred upon them by the Act. The distinction between the RPB, as a statutory entity, and the wider West Wales Care Partnership which provides an umbrella for the range of delivery activity, was noted.

JM noted the scrutiny role of the RPB. He stressed the need for flexibility given the amount of flux currently in relation to integration and regional working and the need to respond to anticipated changes within the Local Government Bill. The role of Joint Committees on the regional footprint should be considered within that context. It was agreed therefore that the Terms of Reference should be reviewed again at the end of 2017 to take such matters into account.

JT highlighted Clause 38 (circulation of agenda and papers a minimum of 5 working days before meetings) and asked that this be met in the future, to ensure members had an opportunity to properly consider them in advance of meetings. **ACTION: MJP**

TH raised the issue of public accountability and asked for clarification as to whether RPB agendas and minutes were made available to the public. It was agreed that this would be arranged with immediate effect, via the Partnership's website. **ACTION: MJP**

It was further agreed that the proposed Citizen Panel would provide an invaluable mechanism for engagement in relation to the work of the RPB, and that opportunity should be taken to feed into local scrutiny processes.

LW noted Clause 21, requiring the establishment of formalised links with the Mid Wales Healthcare Collaborative and ARCH and requested that Public Service Boards be inserted here. **ACTION: MJP**

There was some debate over the tenure of the Chair and Vice Chair, and it was agreed that this would be on an annual basis, with the facility for review in the interim should the Terms of Reference change materially.

MJP requested any further suggested amendments be emailed to him by 4 August 2017. Changes would be incorporated and a revised document circulated to members for virtual sign-off. **ACTION: MJP**

5. Election of Chair and Vice Chair

Nominations were approved and seconded for re-election of SD as Chair and election of JT as Vice Chair. These were approved and SD took over the chair for the remainder of the meeting.

6. Regional Priorities Update

MJP provided a brief overview of progress. He advised that he had attended a meeting in early July between RPB Chairs and the Minister for Social Services and Public Health, representing SD. He had provided an overview of progress and challenges in West Wales which had been positively received by the Minister. On behalf of JT, KC requested that at the next Ministerial meeting the issue be raised of the considerable pressure placed on citizen representatives in terms of time required for meeting preparation and attendance. It was felt that a national approach was needed to manage this. SD agreed to take this forward. **ACTION: MJP/ SD**

MJP further advised that Rebecca Jones had been appointed as Regional workforce Programme Manager and had started in post on 17 July 2017. JT requested that MP raise the issue regarding citizen panels for the next ministerial briefing.

Sponsoring Directors then provided a brief highlight report on activity relating to the RPB's strategic priorities

Integrated commissioning/ prevention (JG)

Angela Phillips had been appointed as Regional Programme Manager – Integrated Commissioning and Prevention and would be in post from 1 August 2017. A work programme would be developed and reported in full to the next meeting of the RPB. This would cover Information, Advice and Assistance.

Pooled funds (JM)

Opportunities were being identified for service integration and pooling of funds across children and adult services. The initial focus of this workstream was on care homes for adults, given the statutory requirement for pooled funds to be in place by April 2018. From the recent Ministerial meeting attended by MJP and correspondence from the Minister for Social Services and Public Health, it was clear that there were different interpretations of the legislative requirements around care homes. Welsh Government was giving a steer clear in terms of pooled funds being established at regional level; however there was a concern that this would raise significant issues, for example in relation to differential fee rates and cross-subsidy of services across local authority boundaries and possible legal challenge. JM had sought advice from a QC in this regard and would share this with other councils when received. He confirmed that the pooled fund arrangements and supporting governance would need formal sign-off by participating partners prior to the arrangements going live.

Implementation of WCCIS (SD)

Work was progressing well. An initial business case had been prepared for consideration by statutory partners, requiring a decision on a single deployment order across Carmarthenshire and Pembrokeshire County Councils and Hywel Dda UHB or staged deployment. Thereafter a full business case would be developed, based on the agreed 'go live' date of 2019-20. Regional ICF funding had been identified to support capacity within the UHB to begin the scoping process.

Transformation of Learning Disability and Mental Health Services (MP for JP)

Progress was being made in relation to the Learning Disability programme, with an engagement event planned for the Autumn to engage stakeholders in prioritising action and agreeing strategic outcomes. This would also involve engaging with providers on the regional Market Position Statement for Learning Disability Services, which was nearing completion. The RPB was advised that, following discussions at the previous meeting, a service user had been appointed to sit on the Learning Disabilities Programme Group. MJP would confirm details regarding this individual.

ACTION: MJP

It was noted that an update on the Mental Health Transformation Programme would be provided under item 11.

7. Area Plan update

MP advised that the development of an Area Plan, as required under Section 14A of the Social Services and Wellbeing (Wales) Act in response to the recent Population Assessment, was proceeding using the approach agreed by the RPB at its previous meeting. Existing regional groups were being used as far as possible to identify actions under the thematic areas included within the Population Assessment. A draft of the Plan would be brought to the RPB for consideration at its next meeting.

ACTION: MJP

8. Carers' Transitional Plan

A number of planning workshops have been held to develop the regional transitional plan for Carers which would respond to issues highlighted within the Population Assessment. The transitional plan would be brought to the RPB for approval in October. **ACTION: Dr Gareth Morgan, Hywel Dda UHB**

In response to the RPB's concern over carer engagement in development and delivery of the plan, a Quality Assurance group was being established which would involve carers in scrutinising progress and delivery.

MJP advised that Welsh Government had responded to a series of questions posed by the RPB at its previous meeting. It had confirmed that (1) transitional funding was available in 2017-18 only, (2) funding for West Wales had been adjusted using a new population-based formula, resulting in a decrease from the previous year and (3) the national Carers' Strategy would be launched in late 2017.

9. Integrated Care Fund 2017-18: Update and Quarter 1 Report

MJP advised that the Revenue Investment Plan for 2017-18 had been submitted to Welsh Government along with a Written Agreement signed by statutory partners and setting out regional governance arrangements for the ICF. Capital proposals had been submitted and required formal approval because the Capital element of the ICF continued to be paid as a Grant. HLL requested that formal representation be made to Welsh Government expressing concern at the delay in approval of the Capital programme, which was likely to cause difficulties in spending the allocation within the Financial Year. **ACTION: MJP**

It was noted that a regional Strategy Group had been established to implement the Integrated Autism Service, using ring-fenced ICF funding. A proposal setting out how the service would be implemented in West Wales and circulated to members for information, had been approved by the WLGA on behalf of Welsh Government. HLL queried the involvement of the third sector on the Strategy Group and MJP agreed to advise the RPB of arrangements. **ACTION: MJP**

A report for Quarter 1 was presented to the RPB for approval prior to submission to Welsh Government. MJP advised that the report used a pro forma provided by Welsh Government. A number of caveats needed to be applied to the information. Since

monthly financial profiles had not been submitted for most projects, the underspend/ overspend figures were not accurate; this was exacerbated by the fact that not all spend incurred in Quarter 1 had been reported. Activity data was similarly incomplete. MJP advised that this represented a material risk to the RPB fulfilling its oversight function as set out in Welsh Government funding guidance and the regional Written Agreement. Members agreed to stress the importance of supplying information in a timely fashion to inform future reports.

A number of members expressed the view that the format of the report was difficult to understand and did not provide a 'digestible' summary of activity and outcomes. A simplified version, drawing on a small set of outcome indicators and reporting on the contribution of individual projects to achieving them, was requested for future quarters. MJP advised that work being taken forward by the newly-established regional ICF forum would address this.

It was noted that the regional forum would also be looking at the development of exit strategies for currently-funded programmes, with core budgets sustaining successful initiatives and funding being released for new innovation for the remaining duration of ICF. This was welcomed. It was further noted that, from 2018-19, the ICF would need to fund approved Carers' initiatives currently funded through the Carers' transitional fund.

10. Parliamentary Review of Health and Social Care in Wales – Interim Report

MJP drew the attention of the RPB to the recent interim report from the independent panel set up by the Cabinet Secretary for Health, Wellbeing and Sport to undertake the Review. Key messages included the need to accelerate the pace of integration and transformation, the potential value of shared service models for Wales, the importance of a sustainable workforce and the need for clear national leadership. A final report from the Review would be published in late 2017. The report was noted.

11. Transformation of Mental Health Services

Late apologies were noted from Libby Ryan-Davies, Director of Transformation, Hywel Dda UHB who, due to over-running of previous items, was not available to present this item.

LW provided the RPB with an overview of the Transforming Clinical Services Strategic Programme. The principal aim of this wide-ranging programme was to identify new models of out-of-hospital care and manage future demand for services. A Transformation group had been established in October 2016 with 4 areas of focus: (1) understanding demand, population trends and areas of high usage and costs; (2) understanding current provision across primary, community and hospital services; (3) considering local, national and international models to understand what works; and (4) translating evidence and best practice into clinically-owned and led local solutions. Sub programmes were focusing on out-of-hospital care, urgent and

emergency care, planned care, mental health services and women's and children's services. Each sub programme was focusing on demand, workforce and new ways of working, new models and best practice and infrastructure requirements.

A communication and engagement plan for the programme had been developed jointly with the Community Health Councils and the Consultation Institute.

Responses were invited by 15 September 2017. More information is available at www.hywelldahb.wales.nhs.uk/tcs.

Avril Bracey, Head of Mental Health and Learning Disability Services, Carmarthenshire CC then provided an overview of the Transforming Mental Health Services programme, one of the RPB's strategic priorities and a sub programme of the Transforming Clinical Services Strategic Programme. Aimed at addressing problems associated with an unsustainable, historic in-patient model of care, recruitment and retention, complex clinical pathways and responsibilities under the Social Services and Wellbeing (Wales) Act and Together for Mental Health, the programme would develop an integrated, responsive service for patients. This would be available 24/7, be cross-service, move away from hospital care and provide meaningful day-time out for users. Through widespread engagement across the region, a co-designed consensus model had been developed providing: (1) A Single Point of Access for mental health support across the 3 counties (potentially either regional or local); 24/7 community health centres in each county; and (3) specialised assessment and treatment units. **Views on the proposed consensus model were being sought with responses invited by 15 September 2017. More information is available at www.hywelldahb.wales.nhs.uk/mentalhealth.**

SD thanked LW and AB for the presentations and encouraged members to engage in the consultation exercises.

12. Any Other Business

Collaboration with Fire and Rescue Authorities (FRAs) in relation to improved health and wellbeing of the people of Wales: MJP advised the Board of recent communication from the Cabinet Secretaries for Communities and Children and Health, Wellbeing and Sport to local authority Chief Executives asking for engagement with FRAs in working collaboratively in areas as prevention and community resilience. The correspondence had been copied to regional partnerships and requested a formal commitment from organisations to work with the RFAs on this agenda. It was agreed that a response would be submitted for the RPB indicating its commitment to do so. **ACTION: MJP**