



CARDIFF AND VALE OF GLAMORGAN REGIONAL PARTNERSHIP BOARD
10.00 am – 12.30 pm, Tuesday 21 March 2017
Held in Community Room 1, STAR Hub, Muirton Road Cardiff CF24 2SJ

Minutes of the Meeting

Attendance

Cllr Susan Elsmore (Chair)	Cabinet Member, Health, Housing and Wellbeing, City of Cardiff Council
Abigail Harris	Director of Planning and Strategy, Cardiff and Vale University Health Board
Andrew Templeton	Chief Executive, YMCA Cardiff
James Livingstone	Carers' representative
Jeff Hawkins	Chief Executive, Age Connects Cardiff and Vice Chair Age Alliance Wales
Malcolm Perrett	Vice Chair, Care Forum Wales
Marcus Longley	Vice Chair, Cardiff and Vale University Health Board
Maria Battle	Chair, Cardiff and Vale University Health Board
Rachel Connor	Chief Executive Officer, Glamorgan Voluntary Services
Sheila Hendrickson-Brown	Chief Executive Officer, Cardiff Third Sector Council
Cllr Sue Lent	Cabinet Member, Early Years, Children and Families, City of Cardiff Council
Suzanne Clifton	Interim Head of Service, Social Services, Vale of Glamorgan Council (representing Phil Evans)
Suzanne Davies	Cluster Services Manager, Action for Children
Tony Young	Director of Social Services, City of Cardiff Council
Secretariat	
Rachel Jones	Assistant Director, Integrating Health and Social Care, Cardiff and Vale of Glamorgan Integrated Health & Social Care Partnership
Meredith Gardiner	Programme Manager, Health, Social Care and Well-being, Cardiff and Vale University Health Board
Rachel Armitage	Partnership Support Officer, Cardiff and Vale University Health Board

By invitation

Simone Joslyn	Engagement Lead, Cardiff and Vale University Health Board (for item 6)
Suzanne Wood	Consultant in Public Health (for item 10)
Claire Beynon	Specialist Registrar in Public Health (for item 10)

Apologies

Estelle Hitchon	Director of Partnerships and Engagement, Wales Ambulance Service Trust
Cllr Neil Moore	Leader, Vale of Glamorgan Council
Paul Orders	Chief Executive, City of Cardiff Council
Phil Evans	Director of Social Services, Vale of Glamorgan Council
Rob Thomas	Managing Director, Vale of Glamorgan Council
Sharon Hopkins	Interim Chief Executive, Cardiff and Vale University Health Board
Cllr Stuart Egan	Older Person's Champion, Vale of Glamorgan Council
Cllr Bronwen Brooks	Cabinet Member, Housing, Social Care and Health, Vale of Glamorgan Council

Minute Number	Minute	Action/ Deadline
RPB 034	<p>1. WELCOME AND OPENING REMARKS</p> <p>The Chair welcomed everyone to the final meeting of the first year of the RPB. She congratulated all members on the progress made, having developed a real community and partnership environment. Particular tribute was paid to Phil Evans for his contributions to the Partnership over a number of years and that the RPB wished him well in the future.</p>	<p>Action: Chair to send letter of thanks to Phil Evans on Behalf of RPB</p>
RPB 035	<p>2. MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING</p> <p>The minutes were APPROVED as a correct and accurate record.</p> <p><u>Action Log</u> All actions are complete and there were no matters arising. The Action Log status was APPROVED.</p>	
RPB 036	<p>3. POPULATION NEEDS ANALYSIS</p> <p>Rachel Jones confirmed that the Population Needs Analysis (PNA) has been approved by the City of Cardiff Cabinet and would be presented to the full Council on Thursday 23 March. It has been approved by the Vale of Glamorgan full Council and will be presented to the UHB Board on 30th March. Following these processes the PNA will be submitted to the Minister on 31st March.</p> <p>The summary of on page 4 was noted as highlighting cross-cutting themes which will inform future work. This will be done in collaboration with the Public Service Boards (PSBs), especially on issues which have not traditionally been considered health and social care responsibilities, such as transport. This work will in turn inform the Area Plan which will be developed in response to the PNA. An update will be provided to the RPB in June.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> • The need to be aware of the expectations and resource implications of the Area Plan, noting that resources will need to be appropriately realigned against the expectations set by the Plan • The need for clarity that not all issues raised in the PNA are the responsibility of the RPB • The interface with the Social Care for Wales 5 year strategic plan and the need for a strategic approach to funding. <p>The RPB:</p> <ul style="list-style-type: none"> • NOTED the update and APPROVED the PNA to be submitted to the Minister for Social Services and Public Health (subject to any comments by the UHB Board) 	<p>Action: PNA to be submitted to the Minister by 31st March.</p>

RPB 037	<p>4. RPB ANNUAL REPORT AND WORK PROGRAMME</p> <p><u>Annual Report</u> Rachel Jones thanked all who had been involved in contributing to the annual report which celebrates the good work which has occurred during the past year. It includes outcome reports, in particular for ICF delivery, and highlights areas where further work is necessary. It was noted that the submission date of 31 March restricts the report to an incomplete year but further updates will be made following the year end.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> • The report is well presented. It was recommended that an Executive Summary be produced and added to the Partnership website. • The value of the outcome measures in the report in demonstrating the worth of integration. <p>The RPB</p> <ul style="list-style-type: none"> • APPROVED the Annual Report for submission to the Minister for Social Services and Public Health by 31st March 2017 <p><u>Work Programme</u> Rachel Jones summarised the updates of the 2016/17 work programme and suggested actions for the 2017/18 work programme. It was highlighted there was a need to focus on the issues highlighted by the PNA and the need to discuss with the PSBs how the responsibilities will be shared. An updated version of the work programme will be circulated before the next meeting of the RPB. It was highlighted that the work programme should include clear outcomes and measures where available.</p> <p>The RPB:</p> <ul style="list-style-type: none"> • NOTED the work programme for 2016/17 and draft actions for 2017/18. <p><u>Communications – website and video</u> Susan Elsmore confirmed that the development of a Partnership website and introductory video has been completed, both of which evidence robust partnership working. In addition, there has been developed a Twitter and Facebook presence; all of these platforms will be regularly updated. All members were invited to submit case studies and reports to add to the website.</p> <p>The RPB:</p> <ul style="list-style-type: none"> • NOTED the update. 	<p>Action: Executive Summary of Annual Report to be produced - Secretariat</p> <p>Action: Annual Report to be submitted to Minister</p> <p>Action: Circulate an updated work programme following discussion with the PSBs. R Jones.</p>
RPB 038	<p>5. YOUNG CARERS</p> <p>Andrew Templeton and James Livingstone provided a presentation on young carers, highlighting particularly that awareness of young carers' issues is generally quite low and that the key issue for young carers is social isolation, with particular challenges associated with the transition to adulthood and the cessation of funding for provision at 16 years old. It</p>	

	<p>was confirmed that YMCA funding mainly derives from Children in Need and Trust Funds.</p> <p>It was highlighted that the inability of young carers to be able to join in with social events due to caring commitment can often result in bullying and that it is difficult to identify exactly how many young carers exist especially as some young people do not recognise themselves as carers. The YMCA is currently researching this matter, noting that young carers' needs are wide ranging, with the only provider in Cardiff being the YMCA. Provision in the Vale of Glamorgan is funded from Families First.</p> <p>The greater recognition within the Social Services and Well-being (Wales) Act 2014 of young carers as a priority was welcomed, noting the reluctance of young people to engage with the statutory sector for fear that the family unit will be disbanded.</p> <p>Reference was made to the <i>Young Carers Speak Out</i> report noting that further consideration is required of the young carer's position when in contact with all health provision. Findings from the adverse childhood experiences (ACE) approach have highlighted the significant risk factors associated with the markers found in this group.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> • The need to improve services to young adults • The need for a closer strategic alliance between the YMCA and all third sector partners • The need for a safe place for young people with a one-stop approach to accessing respite and socialisation supported by specialised staff. It was noted that fixed locations for services are effective and that the YMCA offers over 250 respite activities every year, including 1:1 mentoring and skills acquisition programmes, with peer groups brought together as often as possible • The key relationship with professionals as the young person is usually referred at point of crisis • The lack of an overarching responsible body for young carers' services and the need to identify a lead and scope for a young carers' strategy • The time pressures and lack of continuity experienced by third sector providers of projects with finite funding • The role of technology especially in providing advice and assistance • The risk of regarding the group under discussion as homogeneous without recognition of diversity and the unique cultural mix in Cardiff. It was confirmed that the development of the Area Plan will interface with the locality and neighbourhood approach to ensure recognition of diversity • The need to encourage school governing bodies to have a role in identifying and providing for young carers • The need for a cohesive approach to the work • The importance of health services in enabling young carers to understand their parents' or siblings' conditions noting the additional risk • The need to identify how society manages the level of current need and to ensure that all needs for individuals are met while allowing them choice and control. 	<p>Action: Cllr Lent to raise with Cardiff Education Department and S Clifton to raise with Education colleagues in the Vale of</p>
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	<p>The RPB:</p> <ul style="list-style-type: none"> • AGREED that the Strategic Leadership should discuss lead responsibilities in relation to progressing a Carers Strategy. 	<p>Glamorgan</p> <p>Action: SLG to consider responsibilities for development of Carer Strategy – next meeting of SLG is 2/5/17</p>
RPB 039	<p>6. PERFECT LOCALITY</p> <p>Simone Joslyn provided a presentation on the development of the perfect locality, noting that the specification remains in draft, allowing for additional comments and challenges.</p> <p>The specification has been developed in collaboration with many partner agencies and aims to be solution focused with an emphasis on the prevention agenda and keeping people well while recognising that health and social care is a complex system. The work facilitated identification of health literacy as an important factor when trying to engage citizens and users of the systems. A collaborative approach has been designed to help people gain information, improve self-care and reduce reliance on services, with an overall emphasis on well-being rather than ill health. There is also a focus on primary care and facilitation of technological solutions.</p> <p>The whole system approach model enabled the development of common terminology which has in turn facilitated discussions about locations for services and a change to a citizen-centred, partnership driven and more accessible service model.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> • The importance of relationships between individuals, communities and professionals • The model is non-medical, in response to citizens’ views of what is important to them • The impact of the work on specifications for Well-being Hubs. • The full version of the specification would be shared with the RPB <p>The RPB:</p> <ul style="list-style-type: none"> • NOTED the presentation and discussion and agreed to forward any additional comments via the secretariat. 	<p>Action: Specification to be circulated and any comments to be forwarded via the Secretariat.</p>
RPB 040	<p>7. JOINT COMMISSIONING AND POOLED BUDGETS</p> <p><u>Draft Statement of Intent – Older People</u> Rachel Jones introduced the Draft Statement of Intent for Older People which had been developed following work progressed by partners previously. The draft document which will enable development of a discussion document to form the basis of stakeholder events to be planned for 2017/18.</p> <p><u>Update on Market Position Statement</u></p>	

	<p>Rachel Jones confirmed that work is ongoing to map all services and finances across each level of the service model triangle to inform stakeholder discussions, with particular reference to the allocation of resource and support to improve early intervention and prevention. This work will provide the evidence necessary to inform future discussions.</p> <p><u>Pooled Budgets</u> A summary was provided of the pooled budgets workshop held on 8th March. It was confirmed that a Project Manager has been appointed and will take up post in early April 2017 to help support this work.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> • The commissioning of different services for the population requires robust but flexible governance • The opportunities for innovation provided by the move to pooled budgets. <p>The RPB:</p> <ul style="list-style-type: none"> • NOTED the update. 	
RPB 041	<p>8. INTERMEDIATE CARE FUND (ICF)</p> <p>Abi Harris provided an update on the current financial position, noting the small underspend, for which there is a management process in place. It was confirmed that the ICF has been shown to have made a significant contribution to the winter plan and the metrics show that some of the ICF-funded projects will become embedded services. Ongoing recruitment challenges to some projects were noted.</p> <p><u>Proposed ICF Budget 2017/18</u> It was confirmed that the proposal currently includes both capital and revenue elements, noting the risk to revenue of the £200k over-commitment in 2017/18. Monthly budget monitoring will continue to ensure there is no overspend in the next financial year and oversight will continue to be held by the SLG and RPB.</p> <p>Regarding revenue, it was noted that Welsh Government has confirmed a further 3 years of funding, but that the amount was yet to be confirmed</p> <p>It was noted that the capital sum has been confirmed for 4 years; it was highlighted that there is now agreement that there are opportunities for brokering funding between Regional Partnership Boards to enable transformational work. Proposals for capital investment were still being developed and it was agreed that a meeting between leads will be taking to discuss options in April. Colleagues were invited to submit proposals and resulting recommendations would be circulated for RPB approval by email.</p> <p>The SLG:</p> <ul style="list-style-type: none"> • NOTED and ACCEPTED the revenue overspend subject to robust budget monitoring being in place. <p>The following points were discussed:</p> <ul style="list-style-type: none"> • The improvement in position compared with 2015/16 with increased 	<p>ACTION: Capital recommendations to be circulated via email. R Jones</p>

	<p>ability to capture the impact of the funding, noting that the confirmed additional funding arrangement will make recruitment easier</p> <ul style="list-style-type: none"> • The need for a strategic capital plan to be in place and agreed by the end of April 2017. <p>The RPB:</p> <ul style="list-style-type: none"> • NOTED the update. 	
RPB 042	<p>9. PATIENT FLOW</p> <p>Meredith Gardiner provided an update on the Delayed Transfers of Care position, noting the significant improvement compared with previous years.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> • The service redesign and consolidation of Mental Health Services for Older People has prevented many admissions although the delayed transfer position remains static • The need in future reports to indicate the rate as well as absolute numbers and the completion of axes to assist clarity of understanding • The Head of Integrated Care has introduced a targeted approach to Mental Health as well as non-Mental Health areas • The Day of Care Audit demonstrated that 43% of UHL and 23% of UHW patients did not meet the criteria for secondary care: the BIG 1 goal is to cohort patients appropriately. It was recommended that reporting of this work should be combined with the DToC report • The need to also build ICF funded work into this reporting. <p>The RPB:</p> <ul style="list-style-type: none"> • NOTED the update 	<p>ACTION: Include the rate and complete the axes in future reporting. J Hill</p> <p>ACTION: Include the BIG1 goal and ICF funded work in future reporting. J Hill</p>
RPB 043	<p>10. DEMENTIA STRATEGY</p> <p>Suzanne Wood and Claire Beynon summarised the process undertaken to develop the strategy, noting that additional themes suggested as part of the consultation process had focused mainly on progression of the disease.</p> <p>It was highlighted that 9 themes had been identified, including isolation and loneliness, kindness and compassion, co-ordination of services, what to do in a crisis, moving support to primary care, inequalities in access to services particularly the differential between living in urban or rural areas and the associated costs, end of life care, and prevention. It was confirmed that an action plan was under development divided by theme and matched with statutory obligations, which will be supported by a new structure to lead the work. Further comments were welcomed.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> • The need to mention safeguarding, the built environment and public 	

	<p>awareness, including what children understand about dementia</p> <ul style="list-style-type: none"> • The need to reference mental capacity and making decisions as a family • The need to ensure a backlog does not develop following the use of non-recurrent ICF funding • The importance of transport, support for carers and having a single point of access to services • The anticipated impact of the new communities being built in the region and the need for different types of accommodation to mix different social groups to ensure support • The need to use current and projected future costs of dementia care to support the strategy and inform work on pooled budgets and strategic planning • The need to improve the competency of primary care as part of the strategy • The need to embed the strategy into the Area Plan. <p>The RPB:</p> <ul style="list-style-type: none"> • NOTED the update • AGREED to provide any comments on the draft response to the WG Dementia Strategy – Together for a dementia Friendly Wales prior to submission on 3rd April. • AGREED that the RPB would send a formal letter of thanks to Dame Deirdre Hine for her support of this work and role as Chair of the Task Force. 	<p>Action: comments on consultation response by 27/03/17 to be sent to Suzanne Wood - ALL</p> <p>Action: Write letter to Dame Deirdre Hine - Cllr Elsmore</p>
RPB 044	<p>11. RESPONSE TO LONELINESS ENQUIRY</p> <p>The SLG noted the response for information. Thanks were extended to contributors and Public Health Wales for collating the results. The interface with the PNA and Dementia items above was noted.</p>	
RPB 045	<p>12. ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> • Parliamentary Review into Health and Care Services: Rachel Jones invited colleagues' comments to influence the response noting that the Review will be a key influence on future work. Cllr Elsmore confirmed that she will give oral evidence to the Review on behalf of the Welsh Local Government Association. It was recommended that the draft response should be cross-referenced with the NHS collective response to the NHS Confederation. • Social Enterprise Event 22 March: the event was intended to be an opportunity to develop work with social enterprises to respond to some of the challenges identified in the PNA and dementia work. It was confirmed that Cardiff Third Sector Council is collaborating with Cardiff University on social enterprise issues. 	<p>Action: Comments to be sent to R Jones by 12/04/17 for inclusion in response</p>

RPB 046	<p>CHAIR'S CLOSING REMARKS</p> <p>The Chair highlighted that this meeting could be the last of the existing RPB membership owing to the forthcoming elections. She thanked all members for their contributions and commitment to the work of this Board. The work had been rewarded by demonstrable progress in a short time frame.</p>	
RPB 047	<p>DATES OF FUTURE MEETINGS</p> <p><u>RPB Meetings</u></p> <ul style="list-style-type: none"> • Friday 9 June 2017 9.30 am – 12.00 pm (Vale of Glamorgan) • Tuesday 10 October 2017 2.00 pm – 4.30 pm (Cardiff) • Thursday 18 January 2018 2.00 pm – 4.30 pm (Vale of Glamorgan) • Tuesday 20 March 2018 2.00 pm – 4.30pm (Cardiff) <p>Venues to be confirmed</p> <p>Dates for workshops will be set in due course.</p>	