



CARDIFF AND VALE OF GLAMORGAN REGIONAL PARTNERSHIP BOARD
9.30am – 12.00noon, Thursday 10 May 2018
Potters House Meeting Room, Hebron Hall, Dinas Powys, CF64 4YB

Minutes of the Meeting

Attendance

Sam Austin	Deputy Chief Executive and Director of Operational Services, Llamau
Maria Battle	Chair, Cardiff and Vale University Health Board
Lance Carver	Director of Social Services, Vale of Glamorgan Council
Rachel Connor	Chief Executive, Glamorgan Voluntary Services
Cllr Susan Elsmore (Chair)	Cabinet Member for Social Care and Health, Cardiff Council
Gerry Evans	Director of Regulation and Intelligence, Social Care Wales
Abigail Harris	Director of Planning and Strategy, Cardiff and Vale University Health Board
Sheila Hendrickson-Brown	Chief Executive, Cardiff Third Sector Council
Cllr Graham Hinchey	Cabinet Member for Children and Families, Cardiff Council
Charles (Jan) Janczewski	Vice Chair, Cardiff and Vale University Health Board
Cllr Gordon Kemp	Cabinet Member for Social Care, Health and Leisure, Vale of Glamorgan Council
James Livingstone	Carers Representative
Sarah McGill	Corporate Director – People and Communities, Cardiff Council
Malcolm Perrett	Vice Chair, Care Forum Wales
Cllr Lynda Thorne	Cabinet Member for Housing and Communities, Cardiff Council
Len Richards	Chief Executive, Cardiff and Vale University Health Board
Caroline Ryan	YMCA (representing Andrew Templeton)
Sarah Wills	Head of Services (Central) Gofal
Secretariat	
Meredith Gardiner	Programme Manager, CVIHSC Partnership
Alison Haden	Joint Commissioning Project Manager
By Invitation	
Mathew Brushett	Performance Auditor, Wales Audit Office
Graham Davies	Head of Complex and Unscheduled Care, Welsh Government (Item 2 only)
Huw Irranca-Davies AM	Minister for Children and Social Care (Item 2 only)
Ruth Parness	Private Secretary, Minister for Children and Social Care (Item 2 only)
David Wilson	Wales Audit Office
Dr. Suzanne Wood	Consultant in Public Health Medicine, Cardiff and Vale Public Health

	Team (Item 7 only)
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Apologies

Estelle Hitchon	Director of Partnerships and Engagement, Welsh Ambulance Services NHS Trust
Rachel Jones	Assistant Director, Integrating Health and Social Care, CVIHSC Partnership
Cllr Andrew Parker	Cabinet Member for Housing and Building Services, Vale of Glamorgan Council
Andrew Templeton	Chief Executive, YMCA Cardiff

Minute Number	Minute	Action/ Deadline
RPB 095	<p>1. WELCOME AND INTRODUCTIONS</p> <p>The Chair welcomed Huw Irranca-Davies AM, Minister for Children and Social Care to the meeting along with Graham Davies, Head of Complex and Unscheduled Care from Welsh Government and the Minister's Private Secretary, Ruth Parness.</p> <p>Sarah Wills was also welcomed to the meeting in her new capacity as Third Sector representative for Older People, along with Caroline Ryan who was representing Andrew Templeton.</p> <p>David Wilson and Matthew Brushett from the Wales Audit Office were also welcomed to the meeting.</p> <p>Introductions were given by all attendees.</p> <p>Apologies were noted.</p>	
RPB 096	<p>2. DISCUSSION WITH THE MINISTER FOR CHILDREN AND SOCIAL CARE</p> <p>Abigail Harris with Lance Carver and Sarah McGill, gave a presentation (<i>Item 2.1</i>) highlighting the work of the Integrated Care Fund (ICF) and some of the benefits which it has realised over the past year along with ongoing challenges. The presentation also provided an overview of work to develop a pooled budget for older peoples services which had been undertaken in line with the timescales required by Welsh Government. Finally, Abi highlighted the Partnership's aspirations to move towards locality-focused care provision, learning from areas of best practice such as Canterbury, New Zealand.</p> <p>The presentation emphasised the Partnership's focus upon outcomes to offset anticipated trends in demand, a particular necessity given the</p>	

	<p>region's rapid population growth which outstripped the population increase seen within other regions.</p> <p>Huw Irranca-Davies AM thanked the Regional Partnership Board (RPB) for the invitation to attend and noted that it was good to see the progress and significant advances which it had made both strategically and on the ground.</p> <p>The Minister noted the high expectations by Welsh Government about what RPBs can deliver through enhanced collaboration and a climate of trust between partners. He was keen that the lessons and innovative working learned through the ICF should be embedded as normal working practice across the system and offered the ongoing support of Welsh Government to assist this process.</p> <p>In particular, the Minister was pleased to see the collaborative way in which the Region had worked to secure a joint pooled fund. Whilst recognising that this was the first step in a longer journey, he was pleased to see that the approach was owned by partners from across the Regions.</p> <p>The Minister also highlighted the positive progress that had been made in reducing the number of Delayed Transfers of Care (DToc) from across the region. He was particularly interested in the ICF-funded work to increase care home capacity across the region and also the focus upon Discharge to Assess, querying the sustainability of these services and the potential for further expansion.</p> <p>Huw Irranca-Davies then welcomed the Partnership's willingness to re-commissioning and re-shape services in response to changes in demand. He challenged the RPB to identify further opportunities where the ICF could be further extended in response to ongoing changes within the dynamic system of care and support.</p> <p>The Minister was delighted to see how the needs assessment had been taken forward and urged the RPB to maintain this clarity of focus upon the needs of individuals.</p> <p>Abigail Harris noted the challenge of understanding and addressing the numerous factors involved in maintaining as shallow a rate of decline for people over the age of 50 years as possible. Sarah McGill agreed, noting the need for a holistic view to be taken in encouraging overall improvement and the need for long term capital funding as a key enabler.</p> <p>Lance Carver noted the freedom that the ICF gave to develop services at a local or regional level, citing various examples where services were delivering real savings. However, expansion was limited due to the</p>	
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<p>nature of funding and resource constraints.</p> <p>Cllr Susan Elsmore added her observations that the RPB has developed an ambitious agenda to work in partnership across the region; it had high expectations for what could be achieved for citizens.</p> <p>Len Richards echoed those thoughts, adding that while it was pleasing to see the reduction in DToCs, more work could be done to reduce these waits still further by working together to increase the pull through the system.</p> <p>The Minister noted the model for Older People and the work that had been done to map funding against each level. It was likely that the Long-Term Plan would reflect this drive to moving care closer to home. The challenge would be to deploy the resources lying beyond the ICF in a way that focused upon delivering in the community.</p> <p>Maria Battle recalled previous work that the Partnership had undertaken with The Kings Fund and their recommendation that progress lay not so much in pooling budgets but in encouraging people to work together. There was now a real appetite to move forward.</p> <p>Cllr Elsmore noted that the next meeting would consider the Housing Review and the need to encourage greater flexibility of housing provision across the region. It was essential to look beyond health and social care partners and include all those who could help address the challenges.</p> <p>It was felt that whilst the DToC position had improved, this was not necessarily a true picture of the underlying position in relation to patient flow and overall length of stay within the hospital.</p> <p>Abigail Harris reflected upon the learning from Canterbury, New Zealand and their culture of permissive yet accountable actions that permeated through every layer of their organisation. The role of the RPB was to facilitate a similar way of working throughout the tiers of service, ensuring that organisational boundaries do not impede the flow of care and support to individuals.</p> <p>Cllr Hinchey commented that he felt that the Cardiff and Vale RPB was one of the more progressive in Wales. Whilst the work around Older People was impressive he highlighted the needs of the next generation and the high cost of placements for children outside Wales. It was important to understand the increase in demand for services and the impact that this would have in the longer term.</p> <p>Abigail Harris also noted the opportunities afforded through technological developments and the need for the RPB to include this in the next phase of their work plans.</p>	
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	<p>Huw Irranca-Davies noted the array of challenges and the need for a dynamic style of partnership working. He also voiced a sense of optimism about what can be done by partners working together collaboratively to make a real difference for people. He encouraged the RPB to keep challenging current ways of working to ensure that they best fit the needs of citizens. He concluded by extending the help and support of Welsh Government to enabling partnership working and the work of the RPB on an ongoing basis.</p> <p>The Minister and his team then left the meeting.</p>	
RPB 097	<p>3. MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING</p> <p><u>3.1 To approve the Draft Minutes from the previous meeting</u> The minutes of 20th March 2018 were APPROVED as a correct and accurate record.</p> <p><u>3.2 Matters Arising</u></p> <p><i>RPB 076 – Performance Dashboard:</i> Abigail Harris noted that a draft Dashboard had been presented to the Strategic Leadership Group in the previous week. The current draft was useful in informing discussion at an operational level but required further re-drafting before being shared at a strategic level for RPB colleagues. Key outcomes were being identified within a final draft which would be shared at the next RPB.</p> <p><i>RPB089 – Third Sector Older People:</i> Cllr Elsmore welcomed Sarah Wills to the meeting and thanked Glamorgan Voluntary Service and Cardiff 3rd Sector Council for their work in supporting the election. Thanks were also extended to Richard Thomas from Care&Repair who would continue to act as Deputy for the role.</p> <p>All other Matters Arising (<i>Item 3.2</i>) were noted and approved.</p> <p>Action:</p> <ul style="list-style-type: none"> ➤ Performance Dashboard to be brought to the next meeting in October 2018. 	Abigail Harris
RPB 098	<p>4. RPB BUSINESS</p> <p><u>Election of Chair and Vice Chairs</u> Maria Battle nominated Cllr. Susan Elsmore to be the Chair of the Regional Partnership Board for 2018-19. This was seconded by Cllr. Gordon Kemp.</p> <p>It was also agreed that Cllr. Kemp and Marie Battle would be Vice Chairs for the coming year.</p>	

It was felt that it would be useful for Cllr. Elsmore to remain as Chair for the current year to maintain the dynamic of the RPB at what was a pivotal stage of its development. It was indicated that Cllr. Kemp may propose to take the Chair in the following year 2019-20.

Review of Terms of Reference

The draft Terms of Reference (*Item 4.1*) had been updated to reflect changes in representation and were circulated for information pending further discussion at the workshop planned in June 2018.

James Livingstone noted that currently there was no limit on the length of time that the Carer representative could be in post.

Sheila Hendrickson-Brown noted that currently the document did not make it explicit for the two Third Sector posts to represent older people and children.

It was agreed that both comments would be noted in readiness for further discussion at the Workshop in June 2018.

RPB Work Programme

Meredith Gardiner introduced the Work Programme (*Item 4.2*) showing progress across each of the main priority areas in 2017-18. The majority of the actions were noted as green with the remainder highlighted in amber where progress had been slower than anticipated.

The following comments were made:

- Maria Battle enquired as to progress in linking with the Ffrind Y Mi campaign. Information had been shared with Amanda Phillips who was the lead for the workstream and a further update would be provided at the meeting.
- Sheila Hendrickson Brown requested information on the Cardiff Dementia Friendly Programme and this was deferred for discussion as part of the Dementia Report planned to take place later in the meeting.
- Sheila also requested additional information relating to ongoing funding for DEWIS. Lance Carver agreed to bring an update to the next meeting.

The RPB Work Programme was noted by RPB members.

Vale of Glamorgan Council Feedback on Area Plan

It was noted that the Vale of Glamorgan Council had reviewed and approved the Area Plan. Dementia and Mental Health for Children and Adults had been noted as particular areas for prioritisation in moving forward.

	<p><u>RPB Annual Report</u></p> <p>Cllr Elmore noted that the RPB is required to submit an Annual Report by the end of June 2018. Colleagues were invited to share updates for inclusion with the IHSC team. The draft Report will then be circulated electronically for comment before consideration at the RPB Workshop in June 2018.</p> <p>Actions:</p> <ul style="list-style-type: none"> ➤ Draft Terms of Reference to be considered and finalised following June 2018 Workshop, noting initial comments from the Carers Representative and Cardiff 3rd Sector Council. ➤ Update on links with the Ffrind Y Mi programme to be provided at the next meeting. ➤ DEWIS funding update to be provided at the next meeting. ➤ Ensure that Dementia and Mental Health for Children and Adults are prioritised as part of planning for the implementation of the Area Plan. ➤ Items for inclusion within the Annual Report to be forwarded to the IHSC team by 25th May 2018. ➤ Annual Report to be considered for approval at the June 2018 workshop. 	<p>Secretariat</p> <p>Secretariat Lance Carver</p> <p>Secretariat</p> <p>RPB Members</p> <p>Secretariat</p>
RPB 099	<p>5. PARLIAMENTARY REVIEW</p> <p>Cllr. Elmore referred to Items 5.1-5.3 which had been circulated for information re. the Parliamentary Review.</p> <p>The following issues were highlighted in the subsequent discussion:</p> <ul style="list-style-type: none"> - Maria Battle noted that the examples highlighted within the response were excellent; - Abigail Harris commented that there was now an anticipation that ICF funding would be unavailable after March 2020 and it was therefore necessary to commence planning to consolidate existing services as part of a transition plan; - Sarah McGill responded that there was a need to see this consolidation process as part of an overall system where the various components are aligned to match service needs from beginning to end. - Len Richards commented that priority should be given to areas where efficiencies need to be made. Work had to focus on making real, cash releasing efficiencies if money was to be released from acute care into community-based provision. - Lance Carver added that it would seem sensible to consider aligning budgets where there were sound business reasons to do so; - Abi Harris recollected that there was a need to address issues surrounding the provision of Learning Disability funding. It was 	

	<p>agreed that this should be picked up in a letter to the Minister following this meeting.</p> <ul style="list-style-type: none"> - Cllr Hinchey noted the work that had been undertaken to build a corporate asset management plan for Cardiff council and suggested that it would be helpful to undertake this exercise across the region. Sarah McGill responded by noting that a Partnership Asset Board with representatives from both Councils was already meeting to look at opportunities. It would be helpful to share this within a future agenda. Similarly there was a need to understand the future agenda plans for Public Service Boards within both Cardiff and the Vale of Glamorgan. - Cllr Elsmore noted that this would be a key part of discussion at the June workshop which would then culminate in agreed plans. - Jan commented that the picture being painted in response to the Parliamentary Review was very positive and showed that the Partnership was in a good position to respond proactively to the actions resulting from the Review. <p>The following actions were agreed:</p> <ul style="list-style-type: none"> ➤ A letter to the Minister highlighting the Learning Disability funding issues and the need for support in addressing them should be drafted; ➤ Bring a report from the Partnership Asset Board to a future meeting; ➤ The RPB should consider how it can create a step change in integrated service working at its workshop in June 2018. 	<p>Secretariat</p> <p>Sarah McGill</p> <p>Secretariat</p>
<p>RPB 100</p>	<p>6. INTEGRATED CARE FUND</p> <p>Meredith Gardiner introduced Items 6.1-6.6 explaining that they contained information pertaining to the end of year position for all ICF-funded projects in 2017-18. In the main, all projects had improved upon performance from the previous year. Meredith went on to note that she was about to undertake a detailed comparison of performance across each project which would then help to inform future plans for ICF funded projects from 2020 onwards.</p> <p>Full spend against both revenue and capital funds was highlighted and Meredith expressed her thanks to colleagues from across the projects in providing the necessary data and information to the end of year report.</p> <p>Meredith then noted that plans were in place to continue services in line with the budget plan agreed by the RPB at its last meeting. Some further funding remained to be allocated pending receipt of guidance re. the Transformation Fund.</p> <p>The RPB also noted that an additional £612,000 of funding was now</p>	

	<p>available to support delivery of the Dementia Strategy with the potential to bid for further resources.</p> <p>The Partnership’s Revenue Investment Plan was in the process of being updated for submission to Welsh Government on 1st June 2018 pending ratification by the RPB at its Workshop later that same month.</p> <p>Finally Meredith noted that the Partnership continued to await guidance from Welsh Government regarding the provision of ICF capital funding. Provisional proposals had been drafted in readiness which would be submitted for consideration at the June workshop pending dissemination of the guidance.</p> <p>Len Richards commented that the data was consistent with the growth in population and that a step change was required if real resources were to be freed up as part of a planned shift from acute to community care. It was suggested that stretch targets against demographic profiling should be considered to help create this change.</p> <p>Cllr Elsmore invited Wales Audit colleagues to provide an update on their review of the ICF so far. David Wilson gave an overview of discussions which were taking place with RPB members, the ICF Programme Board and Welsh Government colleagues. He anticipated that initial feedback would be available in readiness for the October 2018 meeting of the RPB.</p> <p>Abigail Harris asked that the RPB record its thanks to all Senior Responsible Officers and their teams for the good work that had been undertaken in relation to the ICF.</p> <p>Following conversation, the RPB:</p> <ul style="list-style-type: none"> ❖ Approved the Quarter 4 ICF report; ❖ Approved the planning arrangements for 2018-19; ❖ Delegated responsibility to the SLG for the submission of the Revenue Investment Plan 2018-19 and Capital proposals pending ratification by the RPB. <p>The following actions were agreed:</p> <ul style="list-style-type: none"> ➤ A review of ICF projects should be undertaken for consideration by the RPB in October 2018; ➤ The RPB chair should write to each of the SROs thanking them for their ongoing support. 	<p>ICF Programme Manager Secretariat</p>
<p>RPB 101</p>	<p>7. CARDIFF AND VALE OF GLAMORGAN DEMENTIA STRATEGY AND ACTION PLAN 2018-2028</p> <p>Dr. Suzanne Wood was welcomed to the meeting and introduced <i>Items</i></p>	

	<p>7.1-3 which included the local strategy for people with Dementia. This had been developed in accordance with the requirements of the National Dementia Strategy which had now been launched by Welsh Government.</p> <p>Pending confirmation by RPB, Dr. Wood intended to launch the local plan formally on 21st May 2018 as part of the Dementia Action Week.</p> <p>Jan was keen to support the initiative and queried whether we might build on local plans by seeking to become the first Dementia Friendly Region. Subsequent discussion highlighted the different approaches which Council partners were adopting in relation to the Dementia Friendly initiative and it was agreed that further discussion would be pursued.</p> <p>Maria Battle thanked Dr. Wood for her report, noting that the Strategy should also be considered within the UHB as part of wider plans to communicate the work. Cllr Elsmore noted that plans were already in place for both Councils to review the Strategy via their Scrutiny structures.</p> <p>Following conversation, the RPB:</p> <ul style="list-style-type: none"> ❖ Endorsed the Cardiff and Vale of Glamorgan Dementia Strategy for 2018-2028 and associated action plan. <p>The following actions were agreed:</p> <ul style="list-style-type: none"> ➤ To take forward the agreed Action Plan for Dementia including communication with the UHB and Council Scrutiny; ➤ To receive an update on progress relating to the Dementia Strategy in 6 months time; ➤ To consider the possibility of developing a Dementia Friendly Region with partners. 	<p>Dr Suzanne Wood</p> <p>Secretariat</p> <p>Cllr S Elsmore</p>
<p>RPB 102</p>	<p>8. ANY OTHER BUSINESS</p> <p>RPB colleagues noted the DToC report which had been provided as Item 8.1 for information.</p>	
	<p>DATES OF FUTURE MEETINGS</p> <p><u>RPB Meetings</u></p> <ul style="list-style-type: none"> • Friday 26 October 2018 9.30-12.30pm County Hall, Cardiff • Thursday 24 January 2019 9.30-12.30 Hebron Hall, Dinas Powys • Tuesday 19 March 2019 14:00-17:00 County Hall, Cardiff 	

	<u>Workshops</u> <ul style="list-style-type: none">• Tuesday 12 June 2018 14:00-17:00 County Hall, Cardiff• Tuesday 4 December 2018 14:00-17:00 Hebron Hall, Dinas Powys• Thursday 14 February 2019 9.30-12:30 County Hall, Cardiff	
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