

## **WEST WALES REGIONAL PARTNERSHIP BOARD**

29 OCTOBER 2020, 10.00AM

**Via Teams**

### **Minutes**

#### **Present**

Cllr. Jane Tremlett (CllrT), Carmarthenshire County Council  
Judith Hardisty (JH), Hywel Dda University Health Board (Chair)  
Jill Paterson (JP), Hywel Dda University Health Board  
Cathryn Thomas (CT), Social Care Wales  
Chris Harrison (CH), Pembrokeshire County Council  
Donna Pritchard (DP), Ceredigion County Council  
Joanne Silverthorne (JS) Carer Representative  
Anna Bird (AB), Hywel Dda University Health Board  
Alun Williams (CllrW), Ceredigion County Council  
Jonathan Morgan (JM), Carmarthenshire County Council  
Gaynor Toft (GT), Ceredigion County Council  
Estelle Hitchon (EH), Welsh Ambulance Service NHS Trust  
Hazel Lloyd Lubran (HLL), Ceredigion Association of Voluntary Organisations  
Malcolm Perrett (MP) Care Forum Wales  
Hilary Jones (HJ), Bro Myrddin Housing Association  
Alan Thomas (AT), Service User Representative  
Rhian Dawson (RD), Hywel Dda University Health Board

Also in attendance:

Martyn Palfreman (MJP), West Wales Care Partnership  
Kim Neyland (KN), West Wales Care Partnership  
Jessica Rees (JR), West Wales Care Partnership (Minutes)  
Julia Wilkinson (JW), Carmarthenshire County Council  
Rebecca Llewellyn (RL), West Wales Care Partnership

#### **Apologies**

Jake Morgan (JM), Carmarthenshire County Council  
James Tyler (JT), Service User Representative  
Karen Chandler (KC) Pembrokeshire People's First  
Cllr Tessa Hodgson, (CllrH), Pembrokeshire County Council  
Jonathan Griffiths (JG), Pembrokeshire County Council  
Steve Moore (SM), Hywel Dda University Health Board  
Maria Battle (MB), Hywel Dda University Health Board  
Ros Jervis (RJ), Hywel Dda University Health Board

## **1. Chair's welcome**

The Chair welcomed attendees to the meeting.

CllrT advised members on her decision to stand down as Chair of the RPB with immediate effect and thanked both RPB members and the WWCP team for their support during her tenure.

## **2. Apologies**

These were noted.

## **3. Election of Chair and Vice Chair**

MJP thanked Cllr T for her tenure and advised that there had been one nomination for Chair, Judith Hardisty, and one nomination for Vice Chair, Hazel Lloyd Lubran. These nominations were seconded by CllrT and CllrW respectively.

Accordingly, JH chaired the remainder of the proceedings. She thanked CllrT for her contribution as chair of the RPB and to the development of an effective partnership that was recognised across Wales. HLL added her thanks to Cllr T and stated she was looking forward to working with JH to continue the excellent results achieved by the RPB during her tenure, at an important time in the Board's development.

## **4. Minutes of previous meeting held on 22 July 2020 and matters arising**

There were no amendments to the minutes, which were approved.

### **For Agreement:**

## **5. West Wales Integrated Winter Plan 2020-21**

JP provided an overview of the process that had been undertaken to produce the Integrated Winter Plan for 2020-21. The Plan had been developed collaboratively by leaders across the health and care system and brought together a suite of linked plans focused on priorities including but not restricted to: Discharge to Recover and Assess (D2RA); Ambulatory emergency care plan, Urgent primary care plan and 111 contact first. Proposals had been grouped under themes, such as Intermediate Care, Long-term care and Hospital care and were also aligned with the Welsh Government's four Covid-19 Harms and its Strategic Goals as set out in the national Winter Protection Plan.

JP stated that there had been consideration of all funding opportunities to create a composite plan around the best fit with priorities under the winter protection plan, the test for which would be its deliverability. Some pipeline proposals were included, in support of which additional Welsh Government resources and/ or in-programme slippage would be allocated if available. A task and finish group had been set up which, in addition to developing the plan, would monitor and evaluate impact and outcomes. JP commended the work that has been done by colleagues and the collaborative effort involved.

Cllr W advised he had raised the issue with the Minister of the challenges involved in managing different pots of funding and the resources required to monitor and report

on disparate funding streams effectively. MP advised he continued to raise this issue with officials and to press for rationalisation of funding streams in the future.

The Plan was approved for submission to Welsh Government.

## **6. A Healthier West Wales (Transformation Fund): Update and Future Arrangements**

MJP and JW briefly introduced the progress update on the 3 programmes which highlighted achievements to date and illustrated how implementation of the programmes had been particularly timely in supporting the region's response to Covid-19.

He then provided an overview of outline, costed business cases for the programmes for 2021-22, which needed to be submitted to Welsh Government by 30 October to secure confirmation of the in-principle allocation of £6m. These had been informed by:

- An external evaluation undertaken by KPMG, included in the papers, which addressed a series of specific questions set by Welsh Government. The evaluation report recommended continuation of the programmes for a further year but identified 4 key areas for improvement as follows: (1) more effective measurement of impact and outcomes; (2) greater clarity over local variations to regional models; (3) better engagement with stakeholders to inform programme development and (4) improved communication with frontline staff in relation to service models and inter-relationships between transformation and other programmes.
- Review by operational groups of progress to date made by each programme and further steps required to deliver programme objectives over the coming financial year

These would be developed into full programme plans for approval by the RPB early in 2021 once funding had been confirmed.

MJP confirmed that an action plan would be produced in response to the KPMG recommendations and that these would be brought to the RPB for information at the next meeting. **ACTION: MJP**

JH stressed the clear need over the coming year to evidence impact and benefits of each programme to inform decisions between partners on whether they should be continued beyond the funding period. Finance and other teams needed to be involved in this process. MJP confirmed that this would be a priority and also advised on proposals by Welsh Government to commission additional capacity at national level to support work in 2021-22 on the identification of cost and system benefits of all transformation programmes across Wales. This was welcomed.

Additional in-principle allocations to support performance and evaluation (£60K), Research, Innovation and Improvement Coordination Hubs (RIICHs) (£250K) and engagement (£40K) in 2021-22 were also noted.

The RPB noted transitional arrangements and indicative allocation for 2021-22 and approved the continuation of the Healthier West Wales programmes the transitional

year based on the outline business case and indicative financial profiles. The KPMG evaluation report and its recommendations were also noted.

## **7. Integrated Care Fund**

MJP advised the RPB of Welsh Government confirmation of an interim year of transitional funding for both Capital and Revenue ICF for 2021-22. Allocations were still to be confirmed; however, the indication from Welsh Government was that they would remain at the same level as the current year.

JP briefly presented the findings of the internal audit undertaken by Hywel Dda UHB of ICF governance. The audit report was noted. It contained 9 key recommendations for improved governance arrangements in respect of the ICF. It was noted that addressing the findings and recommendations would require action not just by the UHB but by all partners and it was agreed that the RPB should monitor implementation of the recommendations. JP advised that scrutiny by the IEG of quarterly reports was already being strengthened with immediate effect, and MJP further confirmed that arrangements to strengthen financial reporting were being implemented. It was agreed that the RPB would be updated on progress.

JH asked if board members had any questions and requested that the board note the findings of the audit.

MJP introduced the update return on the ICF revenue programme for Quarters 1 and 2 which would be submitted to Welsh Government at the end of the month. Gaps in information relating to spend and deliverables of certain projects, despite recent improvements in reporting, were noted and the Board was advised that further action being taken in the light of the audit report would help ensure reporting improved in subsequent quarters.

The Capital programme was then introduced for approval. Members were advised that the programme had been adjusted to reflect the reinstatement of £8m initially redirected from the programme to meet anticipated costs of field hospitals in response to Covid-19, following provision of alternative funding by Welsh Government. The regional ICF Capital Group would be closely monitoring delivery of both Major and Discretionary Capital programmes and there was confidence that the current allocation would be spent within the financial year.

HLL stressed the importance of a robust process for signing off ICF revenue and Capital programmes for the 2021-22 transitional year. Alignment of the programmes with other funding streams would be important. It was agreed that the former regional ICF Forum should be reconvened to facilitate the development of programmes prior to formal sign-off. **ACTION: MJP**

The RPB noted and endorsed the Q1 and Q2 report and approved the revised Capital programme.

## **8. Report on impact of Covid-19**

MJP explained that Welsh Government required the submission of this report by 31 October. Its objectives were to (1) outline changes that had been made to regional governance during the Covid-19 outbreak, (2) assess the impact of the pandemic on

needs for care and support across different population groups and (3) setting out key implications for the future of services. Findings would inform more detailed work which would be carried out over the coming 15 months to produce the next regional Population Assessment. The report was commended and approved, noting the need to link future work with that of gold command structures within partner agencies, workforce changes being introduced in response to the pandemic, particularly in care homes and wider community responses and emerging models of support. The RPB further noted work being taken forward with the Local Resilience Forum for Dyfed Powys, the three PSBs to align and coordinate recovery.

It was agreed that planning for the Population Assessment needed to start now and that appropriate working groups would need to facilitate the process. An initial scoping meeting would be held between JH, HLL and MJP to look at a possible approach. **ACTION: MJP**

### **9. No Wrong Door: Bringing Services Together to Meet Children's Needs: Regional Action Plan**

MJP advised that in response to the recommendations in the Children's Commissioner's report, a regional action plan had been prepared which would be submitted to her office by 31 October. Delivery would be monitored by the new regional Children's Group and reports on progress brought to the RPB. MJP stated that the Children's commissioner had advised of her intention to attend an RPB meeting during the next financial year to discuss progress.

The plan was approved.

### **10. Delivering Support to Carers**

AB introduced the item, stating that a 5-year regional Carers' Strategy had been developed following engagement with over 500 carers, which had allowed the group to identify and develop strong thematic areas to progress. AB explained that there would be yearly action plans to bring all the workstreams together and to date, it had received very positive feedback. The strategy was available bi-lingually and a local 3<sup>rd</sup> sector organisation Planet Easy Read had been commissioned to provide the easy read version, with a young people's version in development.

AB thanked JS, Carer representative on the board, for her input into the strategy and support of the process and confirmed the strategy would be launched on Carers' Right's Day.

HLL commended the co-production approach to develop the Carers' Strategy and stated as a partnership we should commit to doing more of it, in a similar approach to that taken by the Regional Improving Lives Partnership.

KN stated that the Carers' Strategy would also influence the development of the ICF carers' investment plan.

The Strategy was endorsed by the Board.

It was noted that a £1million fund has been launched by Welsh Government in support of unpaid carers that have been directly impacted by Covid.

AB also advised that WG has launched a national plan for carers, early iterations of which demonstrate alignment with the regional approach and suggested that the Carers' Development Group respond to the consultation in addition to the RPB.

CH then presented a paper setting out current performance in relation to Carers' Needs Assessments which has been requested formerly by the RPB. CH stated that the data included had to be considered with caution as parts of the region collect data differently. CH stated there were areas for improvement however, the intention was to create consistent data sets across the 3 counties to enable effective and consistent implementation and tracking of carers' assessments, ensure they are considered as a key priority across the region and that findings are used to influence services that support carers.

For information:

**11. West Wales RPB Annual Report 2019-20**

The report had been published on 15 October; MP thanked all who had contributed.

**12. RPB/ Integrated Executive Group Development Programme**

IPC had been commissioned to provide 2 development sessions, one for IEG on 9 November and one for the RPB on 16 November. A self-assessment questionnaire would be circulated to members to be filled out prior to the session on the 16<sup>th</sup>.

**13. Regional Public Services Board/ RPB event 4 November 2020**

MJP reminded members of the regional event which would take place via Zoom and advised that instructions on how to register had been circulated to members.

**14. Date of next meeting**

**11 February 2021 2PM**

**NOTE CHANGE OF DATE**

## **ACTIONS**

ID	Action	Lead	Timescale	Progress	Status
10/20/01	Develop Action Plan for to address KPMG areas for improvement (HWW) and bring to RPB	MJP	Feb 2021	Plan to be brought to 11 Feb meeting	
10/20/02	Reconvene ICF Forum	MJP	Not specified	Complete and monthly meetings reintroduced	
10/20/03	Meeting with Chair and Vice Chair to discuss approach to Population Assessment	MJP	Not specified	To be arranged; Welsh Government guidance awaited	