

**CARDIFF AND VALE OF GLAMORGAN REGIONAL PARTNERSHIP BOARD**

**Via Teams**

**25th April 2023**

**14:00-16:00**

**MINUTES OF THE MEETING**

**ATTENDANCE**

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| Cllr Edward Williams | Chair and Cabinet member, Social Care and Health, Vale of Glamorgan Council |
| Abigail Harris | Executive Director of Planning and Strategy, Cardiff and Vale University Health Board |
| Cath Doman | Director of Health and Social Care Integration, Cardiff and Vale RPB |
| Fiona Kinghorn | Executive Director of Public Health, Cardiff and Vale UHB |
| Helen White | Chief Executive, Taff Housing Association |
| Cllr Lynda Thorne | Cabinet Member for Housing and Communities, Cardiff Council |
| Bobbie-Jo Haarhoff | Unpaid Carers Representative, Cardiff and Vale RPB |
| Sam Austin | Deputy Chief Executive and Director of Operational Services, Llamau |
| Sarah McGill | Corporate Director, People and Communities, Cardiff Council |
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| Claire Chick | Third Sector Development Manager, C3SC |
| Cllr Ashley Lister | Cabinet member, Social Services, Children’s Services, Cardiff Council |
| Mike O’Brien | Unpaid Carers Representative, Cardiff and Vale RPB |
| David Pritchard | Social Care Wales, representative for Sarah McCarty |
| Melanie Godfrey | Director of Education, Cardiff Council |
| Rachel Connor | Chief Executive, Glamorgan Voluntary Services |
| Suzanne Wood | Consultant, Public Health Medicine, Public Health Wales |
| Andrew Templeton | Chief Executive, YMCA Cardiff Group |
| Malcolm Perrett | Policy Advisor, Care Forum Wales |
| **Secretariat** | |
| Michael Chapman  Rebecca Al-Nashee | CAV RPB Partnership Team, Cardiff and Vale RPB |
| Meredith Gardiner | Head of Partnerships and Assurance, Cardiff and Vale RPB |
| **Guests** | |
| Rebecca Hooper | Operational Manager, Regeneration, Cardiff Council |
| Lynne Aston | Assistant Director of Finance, Head of Finance PCIC Clinical Board, Cardiff and Vale UHB |
| Chris Ball | Ageing Well Programme Manager, Cardiff and Vale RPB |
| Versha Sood | Improvement and Development Manager, Dementia, Cardiff and Vale RPB |
| Dr Katja Empson | Consultant in Emergency Medicine, Cardiff and Vale University Health Board and Clinical Lead for Six Goals for Urgent and Emergency Care |
| Claire Beynon | Deputy Director of Public Health |
| Dr Ayla Cosh | Clinical Director Cardiff and Vale Health Inclusion Service |

**APOLOGIES**

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| Suzanne Rankin | Chief Executive, Cardiff and Vale UHB |
| Cllr Norma Mackie | Cabinet member, Social Services, Adults Services, Cardiff Council |
| Charles Janczewski | Deputy Chair, Cardiff and Vale RPB  Chair, Cardiff and Vale University Health Board |

| **Minute number** | **Minute** | **Lead** |
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|  | **1. WELCOME AND INTRODUCTIONS**  **Declaration of interests**  Cllr Williams welcomed all to the meeting. He noted apologies from Suzanne Rankin, Cllr Mackie and Charles Janczewski.  There were no declarations of interest. | Cllr Eddie Williams |
|  | **2. MINUTES OF THE LAST MEETING**   * No amendments identified and minutes of the last meeting were agreed by the RPB.   **ACTION LOG REVIEW**   * All actions completed. No actions are outstanding. |  |
| 288 | **3. Film: Ageing Well in Cardiff and Vale**  Cath Doman introduced the item, explaining that the RPB is beginning to develop a library of short films that tell the story of the work we’re doing.  **Key points**  The film focused on Moss Rose Cottage in the Rumney area of Cardiff, which offers people of working age with ‘invisible barriers’ the opportunity to make connections with others, try new things and support existing local community groups.  **Discussion**   * The film was met with a positive response from all RPB members. * Abi Harris felt that the film could have mentioned where Moss Rose Cottage is based. * Helen White said that is would be useful to know how the service is accessed. * Sheila Hendrickson-Brown and the RPB Team agreed to send further information on the service to Helen and the rest of the RPB.   **ACTION:**   * Share information on how the service is accessed. | Cath Doman |
| 289 | **4. Joint Area Plan 2023-28**  Cath Doman introduced the item which had been circulated previously as ***Items 4.1 and 4.2***  **Key points**  Cath explained that this was the final draft of the Joint Area Plan for 2023-2028, and that the draft Joint Area Plan would be submitted to Welsh Government after approval from the RPB.  **Discussion**   * Helen White said that the Joint Area Plan was enjoyable, and that is captures everything. Her only criticism was that there was only a brief mention of voluntary groups, saying that the Third Sector needs more emphasis and suggested adding a monetary value to the work of the Third Sector, in order to showcase its value. * Bobbie-Jo Haarhoff felt that we need to look at quality and engagement from a delegate perspective point of view, ensuring that inclusion and the voice of co-production ownership are reflected in the legislation. * Meredith Gardiner added that there were over 250 people engaged in the development of the Joint Area Plan, and that the delivery plans for each commitment area will identify how to continue to improve engagement. * Cllr Lister felt that having only two pages on Children’s Services in the plan was not enough, as everything begins with Starting Well. He said that there needs to be more on preventative starts and more from the Starting Well Partnership in order to help people to live and age well. * Mike O’Brien said that Cardiff and Vale had made an effective co-production with people suffering from long-term health conditions. He explained that they provided online updates so that people could follow the progress. * Abi Harris said that the Joint Area Plan was very good, as it was clear and transparent. She also felt that we need to know what the data source is, how we track it, and what the baseline is that we’re starting from in 2023. * Cath Doman explained that the Regional Outcomes Framework will be launched soon, and that we will be able to see all of the data that sits behind the Joint Area Plan. * Sheila Hendrickson-Brown mentioned the Engagement piece, asking how we will continue to engage people. She expressed that there was a need to capture that we are a uniquely diverse community within Cardiff and Vale, and for more volume on how integral the Third Sector are. * Sarah McCarty said that she was very pleased with the plan, and that she agreed with the comments regarding more emphasis on the Third Sector. She also said that there needs to be more emphasis on WAST.   **Decision**  The RPB:   * **APPROVED** the final draft of the Joint Area Plan for submission to Welsh Government.   **ACTION:**   * Ensure that the associated delivery plans include:   + An emphasis to the integral role the Third Sector plays   + Co-production and engagement   + Reflect the diverse communities in Cardiff and Vale   + Clear metrics and the 2023 baseline   + Reflect the role of all partners | Cath Doman Meredith Gardiner |
| 290 | **5. Deep dive: @home**  Cath Doman introduced the item which had not been circulated previously. She then introduced Dr Katja Empson, Clinical Lead for Six Goals for Urgent and Emergency Care and Consultant in Emergency Medicine.  **Key points**  The item provided an opportunity for the RPB to feedback on the progress made and plans.  **Discussion**   * Fiona Kinghorn said that it would be good to see earlier intervention statistics included in the falls example. She felt that there was a lot of work to be done on prevention and early intervention, subject of spread and scale. Fiona said that this would require work and support in order to get the population reach required. * Estelle Hitchon asked for the slides to be shared with the RPB, and for the Cardiff and Vale ambulance handover work to be translated into an outcome. * Claire Beynon asked if socioeconomic groups, sex, disabilities and ethnicity could be added into the work in terms of looking at where we are now so that we can see the improvement over time, as usage will be boosted for these groups. * Bobbie-Jo Haarhoff requested that she and Mike O’Brien are involved in developing the strategy, due to their roles within the RPB as Unpaid Carers Representatives. * Sheila Hendrickson-Brown said that there needs to be more on evidence-based intervention that could be made around prevention, for example information and self-management to support people to not be in an urgent care or admission situation in the first place. * Lance Carver felt that the work was very hospital-orientated and that the focus needs to be on the bulk of the population in the communities. He said that it would be nice to see some work on prevention and early access services in communities. CD confirmed that was addressed across the entirety of the programme. * Abi Harris said that the work was great, and that it was the first time she had seen joined-up data being used in this way so that we have evidence to inform our actions. * Rachel Connor said that shifting our resources to prevention is key, alongside having a holistic/cross department approach in order to future-proof ourselves and our homes. * Sarah McCarty expressed that this was a really good example of how varied policy approaches interact, but that there wasn’t mention of how we plan to shift the culture to support the approach. She also said that she was happy to share a piece of work that was done with the Gwent on how to shift to a ‘what matters’ conversation. * Cath Doman proposed an extended Board Development session on @Home, covering the entirety of the programme from community connectedness through to mediated intervention, to enable people to stay at home. * Sheila Hendrickson-Brown said that prevention at both ends of Clinical intervention is needed, both avoiding admission. Data and evidence of interventions that reduce the likelihood of re-admission would be required.   **ACTION:**   * The programme team to note and include the advice of RPB members as the programme develops. * Share slides with the RPB. * Arrange an extended RPB Development session on @Home, covering the entirety of the programme from community connectedness through to mediated intervention, to enable people to stay at home. | Cath Doman  Katja Empson |
| 291 | **6.1 DPH Annual Report 2021**  Claire Beynon introduced the item which had been circulated previously as ***Item 6.1***  **Key points**  The item provided an overview of the report and its approach to delivering better outcomes through a values-based approach.  **Discussion**   * Helen White commented that figure-costing the cost of homelessness gives an amount that is lower than the real cost.   **6.2 Health Inclusion**  Fiona Kinghorn introduced the item which had been circulated previously as ***Item 6.2***  **Key points**  The item introduced the findings of the Health Inclusion Needs Assessment, which was also accompanied by an action plan.  **Discussion**   * Sam Austin said that due to time, she would send her questions for Fiona Kinghorn and Ayla Cosh through Cath Doman for noting purposes. * Fiona Kinghorn stated that this is a partnership endeavour, and that it may be helpful for the RPB to support problem solving.   **Decision**  The RPB:   * **NOTED** the findings in the Health Needs Assessment. * **NOTED** the progress to date. * **APPROVED** the action plan for implementation.   **ACTION:**   * Sam Austin to email questions for Fiona / Ayla through Cath Doman. * Questions and responses to be noted once received. * RPB to support problem-solving if required. | Claire Beynon  Fiona Kinghorn  Dr Ayla Cosh |
| 292 | **7. RPB meeting configuration**  Cath Doman introduced the item, which was presented verbally.  **Key points**  The item reviewed the results of the survey, which was completed by RPB members over the last two weeks. The results and feedback were discussed in order to reach an agreement on how RPB formal meeting’s will be conducted moving forward.  **Decision**  The RPB:   * **APPROVED** Charles Janczewski’s suggestion for three hour, bi-monthly RPB meetings.   ACTION   * RPB Team to reconfigure RPB dates to reflect this decision | Cath Doman |
| 293 | **8. RIF financial plan 23/24**  Lynne Aston introduced the item which had been circulated previously as ***Item 8.***  **Key points**  Lynne provided an overview of the 22/23 plan and the plan for 23/24.  **Discussion**   * Rachel Connor said that we are currently not meeting the 20% investment requirement in the Third sector, or the 5% investment requirement in Carers. She stated that this needs to be prioritised for the future, and that if we shift towards prevention we will need to ensure that we are fulfilling on this investment.   **Decision**  The RPB:   * **APPROVED** the plan.   **ACTION:**   * Prioritise meeting 20% investment required in the Third Sector and 5% investment in carers in the future. Must ensure we are fulfilling on this investment if we shift towards prevention. | Lynne Aston |
|  | **Meeting close** | Chair |

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| **DATES OF FUTURE MEETINGS**   |  | | --- | | **Dates of future RPB formal meetings:**  13.07.23 3pm – 5pm | |