

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

**Via Teams**

**3rd April 2022**

**14:00 – 16:30**

**MINUTES OF THE MEETING**

**ATTENDANCE**

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| Cllr Ben Gray (Chair) | Cabinet Member for Social Care and Health, Vale of Glamorgan Council |
| Abigail Harris | Director of Planning and Strategy, Cardiff and Vale University Health Board |
| Cath Doman | Director of Health and Social Care Integration, Cardiff and Vale RPB |
| Charles Janczewski | Chair, Cardiff and Vale University Health Board |
| Helen White | Chief Executive, Taff Housing Association |
| Cllr Lynda Thorne | Cabinet Member for Housing and Communities, Cardiff Council |
| Lynne Aston | Assistant Finance Director, Cardiff and Vale UHB |
| Sam Austin | Deputy Chief Executive and Director of Operational Services, Llamau |
| Sheila Hendrickson-Brown | Chief Executive, Cardiff Third Sector Council |
| Sarah McGill | Corporate Director – People and Communities, Cardiff Council |
| Meredith Gardiner | Head of Partnerships and Assurance CAV RPB Team |
| Estelle Hitchon | Director of Partnerships and Engagement, Welsh Ambulance Services NHS Trust |
| Cllr Susan Elsmore | Cabinet Member for Social Care and Health, Cardiff Council |
| Rachel Connor | Chief Executive, Glamorgan Voluntary Services |
| Suzanne Rankin | Chief Executive Cardiff and Vale UHB |
| Sarah McCarty | Director of Improvement and Development, Social Care Wales |
| Sarah Scire | Deputy Director of Business Development, Platfform |
| Lance Carver | Director of Social Services, Vale of Glamorgan Council |
| Andrew Templeton | Chief Executive at YMCA Cardiff Group |
| Malcolm Perrett | Policy Advisor, Care Forum Wales |
| **Secretariat** | |
| Olivia Headley-Grant  Rebecca Al-Nashee | CAV RPB Partnership Team |
| **Guests** | |
| Mark Briggs | Assistant Director of Innovation, Cardiff and Vale UHB |
| Lisa Dunsford | Director of Operations, Primary, Community and Intermediate Care Cardiff and Vale UHB |
| Fiona Kinghorn | Executive Director of Public Health |
| Suzanne Wood | Consultant in Public Health Medicine, Public Health Wales |

**APOLOGIES**

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| Cllr Graham Hinchey | Cabinet Member for Children and Families, Cardiff Council |
| Caroline Bird | Deputy Chief Operating Officer, Cardiff and Vale UHB |
| Paula Ham | Director of Learning and Skills, Vale of Glamorgan Council |

| **Minute number** | **Minute** | **Lead** |
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| 252 | 1. **WELCOME AND INTRODUCTIONS**   **Declaration of interests**   * None declared pre or post meeting. * Cllr Ben Gray welcomed all to the meeting. He ran through meeting etiquette and encouraged members to utilise the chat and hand raising functions to contribute to the discussion and during presentations. |  |
| 253 | 1. **STRENGTHENING SOCIAL VALUE IN THE WORK OF THE RPB**   **The Item focused on three main objectives**   * Re-establishment of the Social Value Forum * Take forward an urgent partnership conversation on the impact of the Real Living Wage for commissioned services. * Strengthening the voice of non-statutory representation and social value at the RPB through an SV champion and Vice Chair   Rachel Connor and Sheila Hendrickson Brown introduced the paper which had been circulated previously as ***Item 2.1.***  **Discussion**   * Abi Harris suggested that it would be worth having a discussion around who from the Health Board would be most suitable to appoint in terms of decision-making authority. She also acknowledged the link between the Social Value, Market Stability Reports and Joint Commissioning. * Cllr Gray felt that if the forum needed input around strategic flow, that could conflict with the commissioning side of things. * Sarah McGill highlighted some existing forums in the Local Authorities which hold similar responsibilities and suggested that these should be considered first before setting in place additional arrangements. * Sam Austin welcomed the idea, but also mentioned that there are other pressing issues on the third sector currently which align with some of the issues and strategic direction that the RPB wants to go into. These include National Living Wage, the Real Living Wage, the delivery of services and struggling Social Care providers within the Third and Independent Sectors who have very low salaries. * Malcolm Perrett said that as a representative of the independent sector and some third sector organisations, the independent sector is seen as not offering social value, and that needs to be repositioned because the social value provided by the independent sector is significant. * Cllr Gray expressed how he felt that this reiterated the point that impact is not about one section of the RPB. He also expressed a keen interest for members who are interested from the independent third sector to contact Cath to express interest in potentially coming forward as a vice chair.   **Decision**  The RPB **NOTED** the priorities and **APPROVED** the recommended approach.  **Action**   * Present on the impact of the Real Living Wage at the next SLG meeting. * Seek appointment of a Social Value Champion for non-statutory representation from the existing membership of the RPB. * Seek appointment for a Vice Chair for the RPB from a non-statutory member. | Rachel Connor / Sheila Hendrickson Brown.  Cath Doman |
| 254 | 1. **REGIONAL INTEGRATION FUND: ACCELERATION FUND – EMERGING PLANS**   **Key points**   * The RPB agreed the ‘embedding’ part of the Regional Integration Fund at the last meeting, which is £16.2m of the total fund. * This item will provide an update on progress to develop the ‘accelerating change’ part of the fund.   **Overview**   * Cath Doman introduced the item, explaining that there was still a significant amount of work to do to ensure that the limited funding remaining was prioritised appropriately.   **Discussion**   * Estelle Hitchon felt that we need to prioritise the remaining funding on key levers for change. * Abi Harris discussed the need to build on what we already have in existence, rather than starting something completely different and new. * Malcolm Perrett reminded the RPB of when cluster working first came to the RPB for discussion as a pilot project and requested an update on whether the commitment towards using the independent sector as part of these clusters is being considered. * Cath Doman explained that this is just beginning to get off the ground, and that it still needs to be fully tested. * Lance Carver expressed an understanding that the item being reviewed is indicative rather than a finalized deal. He reiterated Estelle Hitchon’s point, noting the difficulties incurred when there are a lot of innovative ideas but limited funding. * Lance also reminded the RPB about recent feedback received from the Welsh Government in relation to other parts of the bid that also need to be considered.   **Decision**   * The RPB **NOTED** the priorities for the RIF Acceleration Fund. * The RPB **APPROVED** the recommended approach for undertaking further, more detailed work to ensure that the limited acceleration funding is aligned to the right priorities. * The RPB **AGREED** that the final proposals should be agreed out of Committee. | Cath Doman |
| 256 | 1. **NEW CAPITAL FUNDING STREAMS**   **The item focused on**   * Briefing the RPB on emerging new Capital Funding arrangements * The Housing with Care Fund * Integration and Rebalancing Capital Fund   **Key Points**   * Guidance is still emerging from the Welsh Government. * Arrangements will need to be in place to oversee the coordination and prioritisation of partnership capital schemes.   **Overview**  Meredith Gardiner introduced the item, explaining that ***Item 4.1*** gives a brief overview of the information that we know so far from the Welsh Government on two funding streams for Capital Funding that we can anticipate from 2022 onwards.  **Discussion:**   * There was general agreement amongst RPB colleagues on the need for a steering group and the development of a shared pipeline of capital priorities was particularly welcomed. * Helen White expressed that it would be helpful to ensure that there is close alignment with strategic housing funding in terms of ensuring that the impact is maximized, because of the amount of investment that they have managed to draw through Social Housing Capital Grant for housing in Cardiff and the Vale. * Suzanne Rankin felt that we should also think carefully about how we optimize the existing infrastructure and then consider how we can bring in new infrastructure. There may be particular benefits in considering the residential care market as part of that work.   **Decision**  The RPB   * **NOTED** the new capital funding streams. * **APPROVED** the establishment of a Capital Steering Group.   **Action:**   * Establish a Capital Steering Group. | *Cath Doman* |
| 257 | 1. **CARDIFF AND VALE POPULATION NEEDS ASSESSMENT 2022**   **Key points**   * RPB members have previously received the PNA electronically prior to the requirement to publish it on 1st April.   **Overview**  Fiona Kinghorn introduced the item, previously circulated as ***Item 5.1,*** explaining that Suzanne Wood will be sharing the key themes.  **Discussion**   * Sheila Hendrickson-Brown thanked Fiona and Suzanne for the report and for the steps that were taken around engagement and trying to ensure that they had the widest possible range of voices contributing. Sheila went on to express concern with the timescales that were involved and accuracy of some of the data due to the study sample being small. * Suzanne responded to Sheila acknowledging that timescales were tight, and then explaining that the main point of the focus groups is the depth of analysis rather than the sample size. She also noted that the RPB engagement framework is going to be taking place and looking at particular population groups in the future.   **Decision**  The RPB   * Formally **NOTED** and **APPROVED** the Population Needs Assessment for Cardiff and the Vale of Glamorgan |  |
| 258 | 1. **EMERGING PARTNERSHIP PLANNING ENVIRONMENT** 2. **Area Plan development** 3. **Pan cluster planning groups** 4. **Delivery resource**   **Key points**   * The publication of the PNA marks the beginning of a new 5-year planning and delivery round for the RPB.   **Area Plan development**  **Overview**  Cath Doman introduced the Area Plan, previously circulated as ***Item 6.1,*** describing it as a neat segue from the sign off of the PNA and the Market Stability report. Cath explained that those reports create the information that give us an assessment of our needs and the stability of our market to be able to meet those needs.  Cath vocalized that what needs to come now is the development of an area plan, which comes out every electoral cycle.  **Discussion**   * Cllr Gray expressed the importance of all members contributing towards the first stage of producing the joint Area Plan, in order to ensure that our priorities are clearly identified. * Abi Harris reiterated Cllr Gray’s view that all members should offer their contributions. She expressed the need to determine what we would like to keep from the previous Area Plan, and what we would like to do differently. She felt that there is a need for clarity with regards to our vision and overarching sense of the priorities emerging from the Population Needs Assessment. Abi felt that she would find a series of workshops to be helpful. * Ben agreed with Abi’s point about possibly arranging workshops. He also expressed a need to get something in the diary, ideally before the next Regional Partnership Board meeting.   **Decision**   * The RPB **NOTED** the priorities and **APPROVED** the recommended approach.   Lisa Dunsford   1. **PAN CLUSTER PLANNING GROUPS**   **Overview**  Lisa Dunsford introduced the PAN Cluster Planning Group item, previously circulated as ***Item 7.1.***  **Discussion**   * Charles Janczewski said that we need clarity from Welsh Government on what the expectation is for the RPB and constituent parts by the end of March 2023. He felt that we need to get not just the governance of the Pan Cluster Planning groups correct, but also how it impacts on the governance of each constituent organization that forms part of that group. He also said that engaging all members of the RPB will be critical part of the process in due course. He reiterated that it mustn't be dominated by the health board and must be undertaken as a Partnership. * Lance Carver agreed with Jan’s points. He added that this has come to Social Care late as what is ultimately a Welsh Government health strategy that Social Care are expected to join. Lance felt that this could cause tensions, as it would not be co-designed and co-created. * Lance went on to say that he felt it would be useful to see if other parts of the Welsh Government had heard of it, as well as whether they have been cited on it and are also jointly engineering it. * Sarah McGill commented that the approach fits in well with our locality focused approach, expressing that she felt there are a lot of reasons to recommend it as a way of thinking about how we bring our services together. * Sarah also went on to suggest that one of our areas of focus needs to be on a manageable set of arrangements that understand that there is a lot going on in various forms and does not try and replicate. * Sarah felt that we should think about how we leverage the things that we must do effectively and think about whether we need to keep everything going as it is currently, as she felt that there could be a risk of being overwhelmed. * Lisa Dunsford responded to some of the points made, saying that they have been linking in with the national team and it does seem that there is quite a lot of prescription around what has come out. Equally, she felt that there is a recognition that with it being a transition year, that there will be some learning to undertake. * Charles Janczewski clarified that although he is concerned about the size and magnitude of this work, he felt that it is absolutely the right direction of travel for the populations we serve, as long as we do it together and we work and plan together to give the best possible service we can to everyone across Cardiff and the Vale. * Charles also expressed some concern over just how much work this will entail, commenting that he does not want to wait until March 2023 to find out what we need to do. He felt that he we need that information and clarity now so that we can start an effective planning and implementation process. * Abi Harris expressed a feeling that we need to guard against too much prescription on this, as it needs to reflect the different localities that it’s used in. She felt that in order to get the best from colleagues working within the clusters, they need to be given space to develop this themselves.   **Decision**   * The RPB **NOTED** the priorities and **APPROVED** the recommended approach. |  |
| 259 | 1. **REGIONAL INNOVATION COORDINATION HUBS PLAN 22/23**   **Overview**  Mark Briggs introduced himself as the Assistant Director for Innovation within Cardiff and Vale University Health Board. Mark introduced the item and plan associated with it, previously circulated as ***Item 8.1,*** explaining that this plan was developed in partnership with Welsh Government.  **Discussion**   * Abi Harris welcomed the work and expressed that it would be helpful to see some sort of learning evidence that we can apply.   **Decision**   * The RPB **NOTED** the priorities and **APPROVED** the recommended approach. |  |
| 260 | **8. STARTING WELL PARTNERSHIP**  **key messages and minutes**   * Charles Janczewski introduced the item, previously circulated as ***Item 8.1,*** explaining that they had to cancel their April meeting due to apologies. * Sarah McGill said that she felt that the work of the Safe Accommodation project should be at the centre of attention, as it shows the value of having real data and live cases to focus in on. She noted successes that they have had as a team in moving forward specific cases.   **RPB Members NOTED the report.** |  |
| 261 | **9. AGEING WELL PARTNERSHIP**  **key messages and minutes**   * Regarding the item previously circulated as ***Item 9.1***, Abi Harris expressed that they are making a lot more progress around the Dementia Programme. She said that they have been doing some refocusing of that to ensure that it felt more health orientated. * Abi mentioned difficulties meeting with people in relation to the @***Home Programme***, due to these being the same people that are part of day-to-day operational delivery. * Abi felt that they have not had all the information required in order to guide and support the work and enable them to know what is really making a difference, but that they have a programme of work, so it is now about pressing ahead and trying to do that in the most streamlined way possible. * Cath Doman mentioned that the team were undertaking some detailed planning around what exactly the integrated locality model means in terms of the spectrum between co-operation and collaboration right through to integration. * Cllr Gray felt that it was worth reflecting in terms of the Dementia plans, that the Deputy Minister was very keen on hearing what developments are happening and at the same time was curious as to the ***NEST agenda***. He felt that she was keen that we are clear with what we are achieving and how we are moving forward with our Dementia plans and work in that area.   **RPB Members NOTED the report.** | Cllr Susan Elsmore/  Abi Harris |
| 262 | **10. ANNUAL REPORT PLAN AND TIMELINE**   * Meredith Gardiner made the RPB aware of the Annual Report Plan and Timeline. Acknowledging that the Annual Report plan must be submitted by the end of June and that there is not another Regional Partnership Board meeting before that time, and so requested that the SLG consider it ahead of the RPB ratification in July. * Meredith also requested comments from across the RPB membership by the 6th of May on key achievements, challenges, how well do you feel citizen, carer and third sector voices are represented, and any key ideas for improving engagement with these groups that could be included within the annual report.   **Action:**   * Forward comments for inclusion within the Annual Report by 6th May 2022. * SLG to approve the Annual Report for submission pending ratification by the RPB in July 2022. | Meredith Gardiner / Catherine Hughes |
| 263 | **11. Q4 21/22 RETURNS AND FINANCIAL OUTTURN**  **CARDIFF AND VALE TRANSFORMATION EVALUATION BY RSM**  **NATIONAL ICF EVALUATION BY OB3**  Meredith introduced the end of year report noting that all papers were held on a secure webpage for review by RPB members.  The RPB **noted** and **approved** the end of year report. |  |
| 264 | **12.1 MINUTES OF THE LAST MEETING**   * No amendments identified and minutes of the last meeting were agreed by RPB.   **12.2 ACTION LOG REVIEW**   * All actions completed. No actions are outstanding. |  |

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| **DATES OF FUTURE MEETINGS**   |  | | --- | | **Dates of future RPB formal meetings:**  Tue 03/05/2022 13:00 - 15:00 via Teams | |