



**Notes of the North Wales Regional Partnership Board Meeting**  
**4<sup>th</sup> October 2017**  
**9:30 am – 12:30 pm**  
**Optic, St. Asaph Business Park**

**Present:** Cllr Gareth Roberts, Bethan Jones Edwards, Mary Wimbury, Aled Davies (on behalf of Morwena Edwards), Morag Olsen, Margaret Hanson, Neil Ayling, Cllr Joan Lowe, Audrey Somerton-Edwards (on behalf of Clare Field), Caroline Turner, Vin West, Richard Debicki, Cllr Bobby Feeley, Debbie Shaffer, Clare Sullivan (on behalf of David Worrall), Lynda Colwell, Rob Smith

**Apologies:** Nicola Stubbins, Morwena Edwards, Clare Field, Richard Weigh, Jenny Williams, Cllr Liz Roberts, Cllr Llinos Medi Huws, David Worrall, Wendy Jones, Cllr Christine Jones, Teresa Owen

**In Attendance:** Simon Jones, Digital Communities Wales;  
 Gareth Watson, Denbighshire

Item	Notes	Actions
1.	<u>Welcome, introductions and apologies</u> Cllr Roberts welcomed all to the meeting, introductions were made and apologies noted as above.	
2.	<u>Notes and actions from last meeting</u> Minutes of September meeting were agreed as a true record.  The chair reported that a request has been made to defer the Children with Complex Needs scope and delivery update report to the November meeting which he has agreed to.  The letter in response to the Minister regarding pooled budgets has been sent and is included in the meetings pack for information.	Scheduled on November meeting
3.	<u>RPB Priority Work streams – scope and delivery plans to be endorsed by the Board:</u>  <u>Older People with Complex Needs including Dementia – Rob Smith</u> RS reported that a constructive meeting had been held between colleagues working on the BCU Older People strategy, himself, Morwena Edwards, Margaret Hanson and Bethan Jones Edwards on 13.09.2017 to start the process of streamlining areas of the strategy	

	<p>development with this priority area of the Board. The next step will be to hold a workshop to discuss values and priorities and an invitation will be extended to members of the RPB.</p> <p>MO suggested that Older People in good health and participating in community groups e.g. Care at Home, Men Sheds etc. are not mentioned within this scope and suggested a short statement be included at the beginning of the report.</p> <p>MH stated the report had attempted to capture all activities in relation to Older People, and the workshop being arranged would further discuss the scope of what is happening in terms of activities for Older People in the community.</p> <p>MW appreciated the third sector and providers have been included as part of the discussion. The aim is to reduce the proportion of older people going into care home and not reduce the numbers – this is in relation to the national work done by Steve Vaughan. MW also asked that the wording in relation to care homes be amended in the scope as it reads as if care homes are problematic which is not the intention.</p> <p>An area for both OP who live independently and OP that need assistance is both discussed and noted in the report.</p> <p>The Board were in agreement to endorse the Scope and Delivery plan on Older People with Complex Needs including Dementia.</p>	
<p>4.</p>	<p><u>Market/5 day in a room programme update – Rob Smith</u> RS gave an update of the programme.</p> <p>MO questioned the benefit of this document coming back to the Board now that the O.P work stream will be progressing, or are there specific parts that need to be revisited by the Board.</p> <p>NA enquired to the difference between the Provider Market Work Programme and the Older People with Complex Needs plan and wondered over time whether it make sense, to combine both these areas of work.</p> <p>MW stated many providers gave their time to attend workshops and facilitated visits in relation to the programme, but have not received feedback on the plan, work progress or updated on changes made.</p> <p>RS confirmed it would be useful to communicate on progress and arrangements will be made for areas to receive feedback.</p> <p>MH - narrative and subjective report. It would be beneficial to see the impact of data gathered over the winter period to measure and explore some of the issues.</p>	<p>RS to lead on agreeing and delivering an update to providers.</p>

	<p>MO suggested presentations by East/West and Central areas to the Board would be helpful, including reporting on how working together has made a difference to the lives of individuals linked to 'What Matters' conversation.</p> <p>LC reiterated the third sector involvement is missing from the work plan, and gave an example of how the third sector can work innovatively to assist individuals to return home.</p> <p>MW concerned with the lack of consultation with older people who are in care homes and those who did not want to be into care but have found out it has made their lives a lot easier – what do these people want and refer to the 'What Matters' conversation.</p> <p>What are the alternative services we can provide to share the risks with families i.e. respite care, step up step down, without putting pressure on the older person to 'go with the flow'.</p> <p>RD highlighted a safeguarding risk and enquired if this needed to be addressed through the Board.</p> <p>RS responded that the risk has now been updated and the narrative will be revised.</p> <p><b>Action</b> Update report with a broader description on progress based on areas to the NWRPB in March 2018 to include:</p> <ol style="list-style-type: none"> <li>i. Progress made – presentation</li> <li>ii. Look at the wider picture including 'What Matters' and how this is making the difference for individuals</li> <li>iii. Where are we heading</li> </ol> <p>GR propose this action is taken by the Leadership Group and reported back to the NWRPB.</p> <p>MW stated LG membership does not include non-statutory partners and asked that the non-statutory members on the NWRPB be invited to the Leadership group for this discussion.</p>	<p>RS – narrative to be updated on page 11.</p> <p>Forward this to the LG for action. Update NWRPB</p>
<p>5.</p>	<p><u>N.W. Social Care &amp; Well-Being Services Improvement Collaborative and Digital Inclusion – Simon Jones</u></p> <p>SJ attended to present on Digital Communities Wales. SJ is involved in delivering the Welsh Government's Digital Inclusion programme Digital Communities Wales, providing support to organisations working with people who are digitally excluded.</p> <p>The project provides support to organisations working with people who are not connected on-line and support organisations, training staff to work with digitally excluded groups to demonstrate how to use technology. The service is free.</p>	

	<p>The project also support setting up digital inclusion volunteering initiatives and recruiting digital inclusion volunteers and advise on embedding digital inclusion into day-to-day activities.</p> <p>Evidence has been shown people who are not connected on-line are missing out on opportunities to save money, look for work, find information, keep in touch with family, and learn new skills and access important services. Many of them are already coping with issues such as isolation, poverty or unemployment – issues which are made worse by not being on-line.</p> <p>DCW aims to have digital partnership set up in all authorities in Wales.</p> <p>RD highlighted SJ has not discussed internet safety as part of his presentation, that on-line crime is becoming more prevalent than physical crime with a lot of internet crime going unreported.</p> <p>SJ confirmed the project is working collaboratively through the Police Cadet scheme to improve and educate on internet safety.</p>	<p>Members of the Board to contact SJ if they wish to pursue this in their own area/organisation</p>
<p>6.</p>	<p><u>NWRPB Terms of Reference and Constitution</u>  BJE noted amendments, noted in red are included in the draft document, these are based on previous suggestions made during Board meetings</p> <p>Members of the Board are asked to comment on these changes and advise of any other changes to be made to be incorporated into the updated Terms of Reference.</p> <p>It was also proposed in July the term of the Chair be re-visited as a two year period would be more appropriate.</p> <p>BF noted that a chair elected for one year would be preferable to give further opportunity for Board members to take on the role.</p> <p>VW noted reference to closed meetings when the SSWBA is about getting people involved as much as possible.</p> <p>BJE suggested that agreed principles of the Board as recorded in the Work Programme could also be included with the Terms of Reference which would address the areas raised by RD.</p> <p>In terms of decision making power - BJE confirmed NWRPB members do not have delegated decision power on behalf of their organisations. NWRPB members agree to decisions in principle. This is contrary to the general impression for Committee to recommend and Board make decisions.</p>	<p>Members of the Board to comment to BJE on draft ToR's</p> <p>e-mail any further comments or amendments to BJE.</p>

	<p>BF questioned the possibility of checking the governance of other regional partnership boards. If the Board is not able to make decisions we need to be explicit where those decisions are being made.</p> <p>Minutes of the NWRPB once agreed by the Board are available on the regional website. MW asked about the status of meeting papers as colleagues representing sectors would need to seek views. Making this clear in the ToR would be helpful.</p>	<p>BJE to obtain copies of ToR of other RPB.</p> <p>BJE to contact legal re decision making powers of the Board.</p>
7.	<p><u>Overview of the use of the Primary Care Fund – Morag Olsen</u> MO updated the Board on how the primary care fund had been used to support primary care services across North Wales.</p> <p>The funding has supported a range of service enhancements including out of hours nursing, audiology practitioner to deliver audiology services within each Primary Care cluster, training of health care workers to be able to work in different settings, training of practice nurses to become the specialist practitioner of the future and setting up of treatment room clinics to reduce the volume of patients in emergency departments and GP practices.</p> <p>North Wales currently have 33 practices offering audiology service. Care Closer to Home is looking at how to share resource between GP practices and re-distributing assets to give access to services for the whole population.</p> <p>The use of the grant is currently being reviewed with the intention of trying to move some services over to core funding so that new initiatives can be explored.</p> <p>BF enquired how much work is ongoing with GMS practices to make these a more holistic service. BCU staff are working with practices as well as service provider. Estate teams are working with practices to attract funding and investment from WG to improve facilities.</p> <p>MO advised LC to contact BCU Central Area Director to discuss the 'Warm Home on Prescription' third sector funding initiative. BCU also fund a Carer rep that could link in with this scheme.</p> <p>DS raised that there is a danger for small community based organisations used by patients to become unsustainable due to issues faced with a lack of funding.</p> <p>GR raised his concern in relation to the expectation of grants and core funding and the need to be careful when transitioning to core funding as to release core funding services will inevitably need to be cut.</p>	

<p><b>8.</b></p>	<p><u>Social Value Forum – Bethan Jones Edwards</u>  BJE noted the Social Value Forum was a Part 2 requirement of SSWBA. A Steering group has been established in the region.</p> <p>The Forum membership includes members representing a broad cross-sector of networks across North Wales to support social value based providers to develop a shared understanding of the common agenda and to share and develop good practice.</p> <p>The Forum members agree to accept specific areas of work to lead on and this is highlighted in the SVF Work programme.</p> <p>Due to the size of the region the steering group's intention is to establish local forums to include a broader mix of membership to report to the NWSVFG.</p> <p>SVF is also linked to health social prescribing agenda.</p> <p>VW welcomes the report which will assist L.A's and HB in terms of Social Value organisations.</p> <p>Board members agreed the recommendations made in the report.</p>	<p>BJE to ask the Steering group to develop a plan and timescales to develop local SVF's</p>
<p><b>9.</b></p>	<p><u>NWRPB Work Programme – Bethan Jones Edwards</u>  BJE presented the updated work programme. RAG ratings, actions and risks are updated on a monthly basis following the NWRPB meetings. Risks highlighted in red are being managed by the individual work stream leads.</p>	
<p><b>10.</b></p>	<p><u>Communication Strategy – Gareth Watson</u>  Gareth Watson from DCC attended as he has been working with BJE on the development of the strategy for the RPB. GW gave a verbal update on the Communication Plan which is an internal document for members of this Board only and not intended for wider circulation.</p> <p>GW has adapted the document as a result of feedback received from the Board and requested specific subject matters that the Board will give attention to during the next 3 months – the following suggestions were made:</p> <ol style="list-style-type: none"> <li>1. Inform the public of the NWRPB and promote objectives.  VW welcomed this as a particular problem in North Wales is the gap between the public and the work of the Board with the virtual citizen panel set up in North Wales not communicating enough. The communication needs to emphasise the work of the Board in a way the public will understand.</li> <li>2. Inform the public of the 'What Matters' conversation work and include stories from nurses, OT's, community stories and third sector development messages.</li> </ol>	

	<p>3. The Board wishes to agree its ambition' – what are our intentions, how will we make a difference – by when and how.</p> <p>GW reported the marketing department are producing short and snappy videos and infographics to convey messages to the public and communications officers across N.W. meet regularly to discuss consistency of messages and these mechanisms could be used for RPB communication also.</p> <p>Advise of NWRPB achievements rather than NWRPB future plans with a regular stream of positive press stories.</p> <p>MO noted that BCU are not mentioned clearly in the communication plan on page 5.</p>	<p>To Agree 5 key messages, and those messages to be cascaded.</p> <p>5 key messages from the Board to be a standing item on NWRPB agenda - RW</p>
<p>11.</p>	<p>Made in North Wales paper – Margaret Hanson MH reported the above document has been through HB governance and included in the meeting pack for information on the principles for a system approach to social prescribing that benefits both the patient and the individual whilst offering development, support and training to professionals.</p> <p>The document showcases achieving sustainability to promote health and wellbeing in North Wales, challenging avoidable health inequalities in Social Prescribing and using our community and social assets collaboratively to respond to the growing demand for non-clinical help that can impact positively on our health and wellbeing.</p> <p>MH also referenced to the BCU 2025 Conference to promote Social Prescribing in North Wales</p>	
<p>12.</p>	<p><u>Any other business</u> MW raised concern about the information within the letter to the Minister relating to the PPA. RS responded that this is not a fair reflection of the health board's position and there has been a communication issue.</p> <p>DS raised an issue in relation to the invitation and cost for attending the BCU (2025 Social Prescribing conference)</p>	<p>DS to discuss issue directly with BCUHB.</p>
<p>13.</p>	<p><b>Date of next meeting</b> Thursday 9<sup>th</sup> November 2017 at 9:30 am – 12:30 pm, Optic St. Asaph Business Park</p>	