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NORTH WALES SOCIAL CARE AND WELL-BEING
SERVICES IMPROVEMENT COLLABORATIVE

Notes of the North Wales Regional Partnership Board Meeting

7 June 2019

9:00 am to 12:30 pm

Optic, St Asaph

Present:	Teresa Owen (Chair), Alwyn Jones, Charlotte Walton, Cllr Bobby Feeley, Cllr Christine Jones, Cllr Loan Lowe (JLo), Cllr Dafydd Meurig (attended until 12:00 pm), Dave Worrall, Jennie Lewis (JL), Kate Devonport (attending for Jenny Williams), Kevin Roberts, Llinos Medi Huws, (attended until 10:00 am), Roma Hooper (in attendance for Lynda Colwell), Mary Wimbury (MWim), Neil Ayling, Nicola Stubbins, Sacha Hatchett, Shan Lloyd Williams, Wendy Jones, Maria Bell (attending for Bethan Jones Edwards)
Apologies:	Bethan Jones Edwards, Morwena Edwards, Chris Stockport, Cllr Liz Roberts, Estelle Hitchon, Ffion Johnstone, Jenny Williams, Judith Greenhalgh, Lynda Colwell, Marian Wyn Jones, Peter Williams, Lesley Singleton, Richard Weigh, Rob Smith, Mark Wilkinson (MWil), Bethan E Jones, Clare Budden
In attendance:	Jo Taylor, FCC Service Manager, Disability, progression and Recovery (for agenda item 6) Alan Hughes, North Wales WCCIS Programme manager (for agenda item 7)

1 Welcome, introductions and apologies

The chair extended a warm welcome to everyone. Introductions were made and apologies notes as above. A warm welcome was extended to Sacha Hatchett, Assistant Chief Constable from the North Wales Police, replacing Neill Anderson.

2 Notes and actions of last meetings

Minutes of meeting 10th May were accepted as a true record.

Completed actions

- NWRLB presentation circulated to NWRPB members.
- Links to the NWEAB Growth Deal and Growth Vision circulated to NWRPB members.
- The deadline for additions to the Annual Report has now passed.
- Vice-chair discussions are on today's agenda.

Outstanding actions

- Names of LA officers involved in Social Value as part of their role – this has been part completed, with a few names outstanding – RW to chase.
- Iwan Trefor Jones to provide information on the established team within Denbighshire looking at fibre connectivity in the region – RW to chase.
- ICF will be on the July agenda – July agenda – RW

TO confirmed MWim's request on the settlement of CHC within BCU is progressing.

3 Update from the Cross Sector CEO meeting 31.05.2019

TO reported on attending the Cross Sector CEO meeting with BJE to report on the North Wales governance review, the position statement and the work of the RPB for the last 6 months. This was a positive meeting with CEO's giving recognition to significant work being delivered across the region. However, further information on the medium to long term future vision of the RPB has been requested, and TO and BJE will be invited again in 6 months' time to provide this update.

TO reported on an invitation from the Deputy Minister to meet with all 7 of Wales' RPB chairs and regional leads 3.7.2019. TO will attend with BJE and provide feedback at the next meeting in July.

WG Grant to support RPB work

To informed of a grant offer letter received from WG, £60K per annum for two years, to support the wider performance and evaluation function of the RPB. TO in her capacity of chair will sign on behalf of the NWRPB and BJE will forward to WG

Actions

- To and BJE to report back following the next CE's meeting.
- TO to provide feedback in July from the meeting with the Deputy Minister 3.7.2019.
- To to sign WG grant offer letter and BJE to forward to WG.

4 NWRPB Annual Report

The final draft plan is being presented today with opportunities to make final changes and amendments.

TO reported delayed BCUHB comments will be included in the report. The final draft will be translated and forwarded to WG by the end of June. The report, once completed, will also be available on the Regional Collaboration website, giving agencies access to information on all the work completed by the NWRPB in the last year.

Cllr DM, notes, that as a recently appointed board member, he considered the report to be a valuable document, informing of the broad work of the NWRPB, whilst DW added that the report explained succinctly the work of the board, and will be useful for the Third Sector.

Cllr LIMH informed that the report will be presented through Scrutiny in the IACC, being a report for LA's as well as the general public.

No further comments were put forward and the draft report was endorsed by the Board. The completed final annual report will be:

1. Forwarded to WG by the end of June.
2. Circulated to each LA, to circulate to LA members.
3. Presented to the Cross Sector CEO's

Actions

- BCU translated comments to be included in the Annual Report – TO.
- Final report to be circulated to each partner to circulate.
- TO to contact BJE to sign off report.

5 Wales Council for Voluntary Action

Firstly, TO reported on a recent productive meeting held with BJE and Third Sector representatives, DW and LC to discuss the Third Sector representation on the NWRPB and the way forward to ensure the Third Sector contributes to develop positively as part of the regional discussion in this arena.

DW reported on the key findings report from Dr Sally Rees (Delivering Transformation Grant Project Officer, Wales Council for Voluntary Action), following interviews with each RPB chair, Third Sector RPB members and a few regional leads in Wales. The following findings were highlighted:

- The difference between RPB's across Wales; including the variation in the Terms of Reference for each region.
- The substantial footprint in North Wales (6 LA's and one HB), and the increasing number of members on the board being a significant challenge for effective Board discussions.
- A generic theme was the volume of board papers received prior to each meeting.
- In Ceredigion, the Third Sector representative also sits on the Leadership Group.

The overall conclusion, albeit 2 years in, is that RPB's are still very new and evolving.

DW noted his disappointment that WCVA are withdrawing the support for the Third Sector RPB member peer workshop as he sees the value for continued support for the Third Sector.

MWim stressed the importance of having different voices around the table, rather than solely specific sector voices, as the role of the NWRPB was to provide collective leadership.

BF added the NWRPB still feels quite LA focussed and suggested development sessions to ensure all sectors/voices are heard.

To thanked DW for the update and noted the findings and suggested a follow-on meeting to be arranged with the Third Sector and WJ in 3 months' time for a "next-step" discussion.

Actions

- RW to arrange meeting in September/October.

6 Regional response to the Code of Practice on delivery of Autism Services consultation update

The board received an update from Jo Taylor on the development of the Code of Practice on the Delivery of Autism Service.

JT reported that an Autism Bill was put forward, debated and subsequently rejected in early 2019 in favour of a Code of Practice (CoP) incorporating requirements of Health Boards and Local Authorities. The key part of the CoP will raise awareness of individuals' rights and entitlements, focussing on:

- Assessments and diagnosis
- Arrangements for care and support
- Awareness raising and training
- Planning, Monitoring and Stakeholder involvement

The consultation, closed on 1.3.2019 with 65 written responses received. The completed consultation report will be published in due course. There are further consultations/events taking place and the intention is to have a draft Code of Practice by December 2019, to be published by December 2020.

JLo enquired on the status of the NWRPB Autism Champion.

It was noted that this was discussed by the NWRPB in September 2018, and the LA's were requested to identify champions already.

JT confirmed the final consultation report, once drafted will need to be considered in terms of expectations/requirements by NWRPB members, and hopes there will be an opportunity to have further discussion in the future.

JLe queried the waiting times for assessment and diagnosis (Adults).

JT confirmed the maximum time of 26 weeks for assessment. However the Integrated Autism Service (IAS) have inherited historic patients and are aiming towards reducing the current waiting time to 26 weeks.

NS stated children are assessed through the neurological development service and provided figures shared at the May meeting of the Children's Transformation Programme, detailing significant waiting times.

JT confirmed that a maximum waiting time will be produced in the CoP for assessment for a diagnoses and monitored through WG.

The provision of care services in the community was also discussed.

To thanked JT for the concise report and suggested:

1. A potential future training session to assist further when the draft report has been completed.
2. Proposed future agenda item/workshop session to discuss performance and impact of Code when further details are available.

Actions

- JT to advise RW on timescale to bring back to the NWRPB.

7 Welsh Community Care Information System (WCCIS) Regional update

The board received an update from Alan Hughes on the national and regional work activities of WCCIS.

National update:

- A revised governance structure has been approved by the national leadership group.
- Work is underway with the supplier CareWorks - on identifying fixes to defects and how these will be delivered – a key requirement for BCUHB.
- Swansea, PARIS user, are planning to implement in January 2020.
- ABUHB has issued a delay notice due to the software not providing the interfaces with primary care, as required.

Regional update:

- BJ has been appointed as chair of the NW WCCIS Regional Programme Board. The following priority areas have been identified:
 - Reviewing the ToR and membership
 - Align WCCIS to CCTH
- Plans are taking place to identify discreet areas to test out WCCIS, utilising agreed ICF funding within CRT's. This will be seen as a starting point and the blueprint will then be applied to other areas.

A prototype will be trialled in the next 12 months in the West, who are already live on WCCIS, and DCC, FCC and WCBC will also be involved with this work.

Members stressed the significance of the Transformation Programme across North Wales and the important role of WCCIS within the four programmes.

RH informed voluntary sector staff working in MDT teams have their own record of data, creating duplication across agencies. AH confirmed this issue is acknowledged by partner agencies and a single data entry system is being considered. The biggest barrier to overcome are technical issues, networks as well as policies.

MWim reported from a provider issue perspective of the risk of unnecessary hospital re-admission due to delayed patient information on discharge. AH confirmed this is being widely discussed.

Cllr BF enquired on the outcome for those partners who have no formal plans to sign up to WCCIS, due to time and staff limitations, and cost implications.

AH confirmed WCCIS is not mandatory and discussions will continue in the next phase. AH noted the current licence costs for LA are in line with existing systems.

TO thanked AH for the update and noted the continued progress. A further update will be provided in the Autumn 2019

Actions

- AH to provide update in Nov/Dec 2019.

8 Pooled Budgets

The board received an update from NS on regional pooled budgets.

TO took the opportunity to thank DCC S151 officer Richard Weigh for all the work completed on the non-risk sharing Pooled Budget for Care Home provision across the region, and wished him well in his new role.

Following the consultation and the changes to the Part 9 Statutory Guidance, finance officers across the region have agreed to follow the Cardiff & Vale Pooled budget model, based on the estimated spend for the forthcoming quarter and full-year estimated spend.

It has been agreed DCC will host the pool and the NWRLB have agreed that officers in the region can proceed to the next stage of transferring funds and develop a Section 33 agreement, to be signed by each of the partners. Once the Section 33 agreement has been finalised each partner will be responsible for taking this through their political process and timelines will be provided at the next update.

MWim raised concern as the non-risk model pooled budgets has facilitated regular payments to care homes, and wished this to be considered as changes and progress is made. NS confirmed the revised model does not make any

precursory changes to payments to care homes, and there are no plans to change payment processes that are in place at the current time.

The NWRPB were in agreement to note the report, with a further update to be provided in the future.

Actions

- LAs & BCUHB take S33 document through their own political process.

9 North Wales Engagement Report

The board received an update from MB on the North Wales Engagement Report.

A review of engagement activity in NW was undertaken as a requirement of Social Care Wales' Regional Facilitation Grant. The report summarises a range of ways that individuals and carers can have their say about care and support services in North Wales. The report is published on the Regional Collaboration website and was well received, by Social Care Wales.

TO welcomed the document and thanked everyone who has been involved in the creation of this document.

SH, on behalf of NWP, confirmed the report will be circulated to Area Inspectors for NWP engagement perspective discussion and cross over opportunities.

Members pointed out it would be useful to build on this report next year and ensure everyone is involved in the creation of the document.

The chair thanked Sarah Bartlett for this useful piece of work and the NWRPB were in agreement to note the document.

10 Carer Remuneration Report

The Board received an update from MB on the options appraisal for remuneration of NWRPB Service User and Carer members which had been commissioned by the Leadership Group (LG). The options for consideration were:

- 1) Do nothing
- 2) Financial remuneration based on a TIDE proposal for remunerating Carers
- 3) Payment of Allowance linked to remuneration of voting co-optees of Local Authority Committees
- 4) Remuneration via a time credit – time-banking scheme

Consideration had been given to a range of factors including other similar schemes, impacts on tax and National Insurance. Advice had also been sought from the Co-Production Network and from the WG Partnership & Integration scheme.

The recommendation from the LG was to consider Option 4.

The discussion commenced with JLe noting that she appreciated that the NWRPB were looking at the issue. (Members noted that this issue was long standing).JLe high-lighted however, that carer representatives had not been involved or consulted upon in this process.

WJ reflected on whether sufficient consideration had been given to all the options, and noted that Option 4 appeared to be tokenistic, and she could not support the recommendation, whilst DW noted his disappointment that a co-production approach had not been utilised here, and going forward the NWRPB could improve on this. Similarly, Cllr DM felt that engagement with carer representation on the NRWPB would be helpful and that the paper should be reviewed with carer representation input.

TO acknowledged the comments and in order to progress the work, suggested that the NWRPB could trial the time-banking option with a view to a review in the future.

JLe reflected on the equity issues within this approach and wanted to record, on behalf of carers (rather than as an individual), that carers may not have the time to undertake the activities on offer through a time-banking scheme, given their caring commitments.

NS, as a member of the LG, confirmed that consideration had been given to all options, and reflected on the various opportunity costs for all the members attending the NWRPB. NS also confirmed there was no funding available for any of the options as currently set out, however all the LAs and HB were committed to finding the funds for Option 4 as a step forward to address the issue. AJ reflected that a pragmatic approach had been taken given that time-banking is being used in certain sectors, but noted it may not be a suitable approach for everyone.

JLe noted the option to do nothing, and reflected on the challenges for her (or any other carer) in her voluntary role, to contribute to the NWRPB as fully as she would wish, given the time requirements.

Consensus could not be reached on any of the 4 options. TO summarised that a conversation/discussion was needed with the Carers sector, so that a new paper could be submitted to the NWRPB to enable perspectives to be captured fully, including from those NWRPB members who were not in attendance at the meeting on the day.

The Board agreed that the LG be asked to consider the paper again, and for the views of the Carer representatives to be captured and considered.

TO thanked the members for their frank and constructive comments on what has been and is a long-standing issue for the NWRPB.

Actions

- To and BJE to discuss.

11 Process for Nominating and Agreeing Vice Chair of the NWRPB

TO noted the need for a vice-chair to be agreed as per Terms of Reference (ToR). As stated in the ToR, members of the RPB will elect a Vice-Chair from within its membership whether this member is a required member or co-opted. TO requested nominations from the non-statutory/other group. This element was queried, but members highlighted that the Chair and Vice-Chair cannot represent the same organisation and will rotate across the sectors – LA, BCUHB and Non-Statutory (in that order)

Non-Statutory members are requested to self-nominate or nominate members (with their agreement) for the Vice-chair position by Tuesday 9th July. The nominations are to be forwarded to the NWRPB chair and the Head of Regional Collaboration via e-mail.

The Vice-Chair nominating and agreeing process will be discussed further at the next NWRPB, and actioned depending on the numbers of nominations received i.e. if there is only one nomination, this will be announced by the Chair. If there are a number of nominations, a ballot will take place with the results announced at the end of the meeting.

The NWRPB Terms of Reference will also need to be reviewed and updated with a discussion at the July meeting.

Actions

- Nominations to be forwarded to the chair and Head of RC by 9.7.2019.
- Place on the July agenda – RW.

12 Any Other Business

Healthy Wales Anniversary. To mark a year on from the launch of A Healthier Wales WG have organised a week-long focus (9 – 14 June) on achievements to-date and whole system progress.

Research, Innovation and Improvement Hub proposal (R,I&I)

TO reported that the R,I&I proposal has been approved by WG. The Job Descriptions have been agreed, and will be circulated once the WG grant offer letter has been received.

Membership changes

TO also noted the changes within CCBC Cabinet positions and the kind words received from Cllr Liz Roberts conveying her thanks to the RPB, and acknowledging the commitment to the partnership agenda.

Actions

- TO to send an acknowledgement message to Cllr LR.

13 Future Events:

The following were noted for information:

- – Webinar re ICF at Glasdir, Llanrwst

These events have been postponed with new dates arranged:

Webinar 1: Cardiff: 8 July 2019, 18:00-19:30

Webinar 2: Llanrwst: 17 July 2019, 18:00-19:30

NWRPB members were informed that individuals will need to re-register for the new dates on the [event website](#) or email: sara.woollatt@audit.wales

- 19.06.2019 – Cross Sector Event – Early Help and Enhanced Support, Cardiff
- 25.06.2019 – RCN Wales Symposium event
- 27.06.2019 – CYP Transformation Workshop (facilitated by IPC Oxford Brookes)
- 10.07.2019 – H & SC Leadership Group meeting

An event to reflect on what's been achieved a year on since the launch of A Healthier Wales has been arranged by WG in Venue Cymru, Llandudno, North Wales. 8 representatives are invited to attend from NWRPB. 6 representatives currently attending:

- Bethan Jones Edwards
- Teresa Owen
- Cllr Bobby Feeley
- Charlotte Walton
- Cllr Joan Lowe
- Jenny Williams

Sustainable Social Services Third Sector Grant 2020 – 2023

Phase 2 of the above grant is now open until Monday 2nd September 2019.

Actions

- Forward new dates for Webinar to NWRPB members.
- Forward additional nominations for 10.07.2019 to RW.