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NORTH WALES SOCIAL CARE AND WELL-BEING
SERVICES IMPROVEMENT COLLABORATIVE

Minutes of the North Wales Regional Partnership Board Meeting

9th December 2022

9:00 am to 12:00 pm

Via Zoom

Present:	Cllr Dilwyn Morgan (Chair), Alwyn Jones, Ann Woods, Catrin Roberts, Cllr Elen Heaton, Cllr Christine Jones, Cllr Alun Roberts, Cllr Liz Roberts, Dylan Owen, Estelle Hitchon, Ffion Johnstone, Gill Harris, Dr Nick Lyons, Jenny Williams, Dr Lowri Brown, Lucy Reid, Mary Wimbury, Neil Ayling, Shan Lloyd Williams (attended from 9:30 am), Sian Tomos, Siobhan Edwards, Teresa Owen (attended from 10:10am), Trudy Ellis
Apologies:	Cllr John Pritchard, Fon Roberts, Meinir Williams-Jones, Nicola Stubbins, Dave Hughes, Ricki Owen, Sam Parry
In attendance:	Siobhan Gothorp, Regional Business Manager, RIF (Adults) and Capital

1 Welcome, introductions and apologies

The chair welcomed everyone to the meeting and apologies were noted as above.

2 North Wales Mwy Na Geiriau Forum's Annual Report 2021-22

FJ presented the Mwy Na Geiriau Forum Annual Report 2021-22, written by Morwena Edwards, prior to leaving her post Summer 2022.

FJ, chair of the Mwy Na Geiriau (MNG) Forum meeting noted the Forum has been in place for a number of years, with good attendance from all partners. The report presents an update on the work undertaken during the past year in the field of MNG in North Wales, exploring digital technology, integrated working and Welsh Language training and courses, also highlights the National context that has shaped the discussion within the Forum. Following Covid-19, the past year has presented an opportunity to restart this important work to ensure that patients receive the active offer and receive a service in their preferred language.

The NWRPB were in agreement to approve the North Wales Mwy Na Geiriau Forum's Annual Report for 2021-2022.

3 ICF Evaluation

This item will be deferred to the January meeting.

4 Winter Plan/Increasing Community Capacity

CR informed over the last 3 years BCU and LA have delivered a joint Winter Plan in association with WG funding. The Winter Plan for 2022-2023 has been created jointly and incorporates the Increase in Community Capacity (ICC) work and the BCUHB Resilience Plan. The attached documents presented an overview of all arrangements across the region, providing assurance to the RPB and WG that planning is undertaken across the region in relation to managing the pressure of the winter period. Although WG have informed no additional funding will be provided to the region this year, the LA element of the plan has been put in place in the event of funding becoming available from WG early in 2023.

MW raised two points:

- Concern work around staffing and increasing the Social Care workforce is not being completed sufficiently in partnership with registered providers, with a risk of de-stabilising the workforce, and proposed further engagement on how this might work.
- To solve concerns, the region is expected to collaborate with all sectors and noted that the wider sector is not taken into consideration within the BCU Resilience Plan, namely the section on 'Maintaining our social care services.'

NWRPB members noted their concern to the shortage of staffing within provider services, and the importance of working collectively to solve these issues, without de-stabilising the workforce.

CR informed the Increasing Community Capacity and BCU Winter Resilience Plan have been included for consideration.

The NWRPB were in agreement to approve the Winter Plan and to submit the Winter Plan to WG, upon request, if this is a requirement in the future.

5 Neurodevelopment Funding Plan

CR provided an update on the additional funding which has become available, requesting retrospective approval from the NWRPB on the proposal to utilise this funding in North Wales.

WG have confirmed funding over 3 years with North Wales receiving £312K funding for the first year, to specifically focus on reducing pressure within Adults and Children's Services by reducing waiting times and increasing the number of ASD assessments and ADHD prescribing capacity. A full breakdown of how North Wales proposes to utilise the funding has been provided.

GH confirmed that the funding contribution is welcome and will go some way to assist to alleviate some of the existing issues within the service.

The NWRPB were in agreement to endorse the proposal to utilise the Neurodivergence Improvement Programme Funding.

6 Regional Integration Fund (RIF) slippage

SG provided an update on the RIF to end of October 2022, noting the slippage planning and agreed plans to be prioritised by end of Q3.

SG noted at the end of October spend is reported at 42.6% with £12,848,018 spent out of £30,191,588, an underspend of £3M against the forecast of £15,758,439. The RIF funding does not include the unpaid Carers grant, infrastructure and project management costs which is funded by WG at £31,191,588.

Significant work is currently being undertaken on the RIF programme under the 6 National MoC, with 40 overarching regional schemes there are 154 partner elements. Some elements are presenting an underspend with decision on slippage plans agreed with full spend projected, other elements are presenting a significant underspend where decision on slippage continue to be discussed and change notification forms are being received by partners showing a clear audit trail and the decision process in relation to flexing and slippage available. Each project has been RAG rated to identify risk.

A detailed programme showing all spend was provided for colleagues, highlighting all spend/underspend against all elements. The reasons for the underspend are due to recruitment, processing and claiming delay and slower than anticipated project set up timescales.

In addition, the investment in schemes which support Unpaid Carers represents 21% of the £7M WG funding, significantly more than the WG target of 5% and the investment in Social Value schemes is 15% of the £5M WG funding, slightly less than the WG target of 20%.

LR enquired how confident is the regional on the slippage plans and that the first year's funding will be spent by the end of March.

SG noted confidence in all green RAG rated schemes, showing clearly how the funding will be spent. The region is also flexing funding against the schemes with significant overspend and there is also an element of uncertainty with the amber RAG rated schemes. It is anticipated the Amber schemes will progress to Green RAG rating, via the change of notification form for each scheme.

SG also acknowledged the vital work completed by the Third Sector, with opportunities to increase work always being considered. The regional team take into account the slippage, and this is carefully monitored as change in notification forms are received from partners and this will be included in the next quarter's report.

ST enquired on the process for Third Sector colleagues to apply for any underspend and clarity on the point of contact, and SG agreed to provide a contact name for each area.

The NWRPB were in agreement:

- To note the position of the RIF at end of October 2022
- To prioritise slippage planning and agree plans by end of Q3 latest.

7 Dementia Governance Report

The board received an update from SG on the proposed enhanced regional dementia governance arrangements, proposing a change to the regional dementia governance structure to improve strategic partnership decision making and to provide enhanced oversight arrangements.

SG explained the role of the Dementia Steering Group (DSG) has struggled recently to provide effective strategic direction and oversight due to a change in role from a strategy development group to a strategy implementation and delivery group. The reason for the change is to enable the regional work to progress in a more effective manner with improved strategic partnership decisions and oversight, which will in turn strengthen partnership working and improve communication and integration of dementia services across North Wales.

Membership of the operational and strategic groups would be made up from the current membership of the DSG, (plus additional BCU representatives) with no additional time commitment required by partner officers.

The Dementia Strategic Group would meet quarterly, consist of heads of service membership, and oversee the work of the Operational Group.

The Dementia Operational Group would meet bi-monthly, consist of operational managers membership, and take responsibility for implementation and delivery of the DAP and MAS work streams, NW Dementia Strategy Action Plan and All Wales Dementia Standards.

The NWRPB were in agreement:

- To note the change to the work of the regional Dementia Steering Group
- To approve the proposed change to the regional dementia governance structure to improve strategic partnership decision making and provide enhanced oversight arrangements.

8 Leadership Group Terms of Reference

CR provided the board with an update to the LG Terms of Reference, which originated following the changes within BCUHB leadership structure.

The main changes noted to the ToR include:

- Membership: Additional BCUHB membership to reflect the new Integrated Health Community Director roles, and in addition two new members from BCUHB have been created:
 - BCUHB Deputy Director for Public Health
 - BCUHB Joint role between Director of Partnership Engagement and Communications and Assistant Director of Health Strategy and Planning.
- Quorum: The quoracy for the meeting has been updated to reflect the additional membership from BCUHB, with four members required from LA and BCU, this puts more pressure on attendance at meetings, but also a fairer representation when making decisions.
- Use of Deputies: The use of deputies should be infrequent and will be monitored, with excessive use of deputies reviewed and raised with partner organisation. This will provide partner assurance that the right individuals are in attendance when making decisions.
- LG meeting notes – will be circulated monthly to the RPB for information only, also circulated to NASH and NWHoCS to action decisions.

The above changes are also being put in place in relation to feedback from NWRPB members of decision having already been made by the LG prior to reports being presented to the RPB. The FWP will also be used by the LG to take strategic decisions on items which need prior discussion at the LG, and any items which can be presented direct to the RPB, to improving the decision-making process and allow the RPB to shape decisions.

NWRPB members thanked the regional team for implementing the changes to the ToR, which will assist the collaboration to be more transparent as a partnership.

ST enquired to the reason the LG membership did not include a Third Sector representative and CR clarified the LG was established to provide operational view of the workstream and propose practical implications, challenging reports before presenting to the RPB.

The NWRPB were in agreement to approve the amended Terms of Reference for the Leadership Group.

9 NWRPB – Draft Forward Work Planner (FWP) 2022-23

CR presented on the NWRPB Forward Work Plans; December 22 – March 2023 and April 2023 – March 2024, following discussion at the last RPB where it was agreed the FWP would be re-introduced to provide a structure of upcoming agenda items and an opportunity for all members to shape the future agenda/discussion.

The FWP presented provided information on future meetings, the proposed agenda items, virtual or face to face. CR informed face to face meetings would be scheduled quarterly and would be shorter meetings to accommodate travelling time to and from the venue.

The FWP also included a list of previous presentations and RPB members are requested to consider and advise if an update is required on these in the next 3 – 6 months.

Members feedback proposed the NWRPB includes an opportunity for strategic discussions on the agenda, regarding the following:

- How services are delivered across North Wales – and members to consider what would be useful to shape partnership working
- Agenda to be driven by the objectives and for each report to indicate clearly how this is helping to achieve the RPB objective.
- Understand the pressures faced by different partners – BCU front door challenges and investing in community services

It was suggested the above agenda items are discussed at the next face to face meeting in March, by which time the Area Plan update will be available to provide the strategy for the next five years, and for the RPB to agree on its' strategic aims.

Other agenda items included:

- Governance and Framework – RPB discussion on rotating the chair and vice-chair
- Proposed the citizens voice as part of the discussion and co-production

RPB portfolio holders believed working in a more strategic manner would enable them to support the work of the RPB in a more united approach, especially when meeting with WG Ministers. Furthermore, Elected Members an avenue to discuss barriers and sharing of good practice across the region would also be beneficial with colleague counterparts across NW to ensure everyone are doing their upmost towards the work of the Board, and CR agreed to facilitate a meeting with LA elected members to discuss further.

Actions

- March agenda - RW

10 BCUHB update

GH provided an update on BCUHB to the Board:

- Corporate Update - GH in post of Interim CEO, planning for CEO recruitment in the New Year.
- Integrated Health Communities (IHC) – January appointments:
 - IHC Director (East) - Michelle Green starting 4.1.2023
 - Director of Primary Care – Karen Higgins
 - Further senior Medical Director role appointments to follow.
- NHS Strike Action - The imminent strike action will affect all partners, with robust plans in place to manage the impact of both NHS and WAST strike

action. The public are asked to make sensible decisions and a delegation service will be in place to manage acute emergencies.

- Vaccination Programme – significant progress seen and GH took the opportunity to thank all partners for the continued support.

RPB colleagues also informed of:

- The 111-communication campaign, directing callers to the most appropriate service.
- The 111-website information on self-care – launching ‘111 Press 2’ service - a new way of accessing mental health and wellbeing support.
- Significant demand on WAST and all aspects of healthcare services as a result of the media impact regarding Strep A.

11 RPB Expressions of Interest - Service User Representative

CR informed of the results from a recent RPB Peer Panel for the EoI of Service User seat on the board. The Panel considers members who are able to draw on their own and potentially a wide network of experiences with influencing skills. The panel were in agreement to approve the appointment of Mr. Roger Seddon, who will take on the Service User seat on the RPB from January 2023 for a 2-year period.

The NWRPB were in agreement to approve the appointment on to the Board.

12 Minutes and actions of last meeting – November 2022

The minutes of meeting 11.11.2022 were agreed as an accurate record of the meeting, with all actions completed.

13 Any other business

NWRPB Vice-chair(s)

CR informed the current term of the chair concludes in March 2023, and the vice-chair will take on the role of chair from April 2023 for a 2-year term. A report will be presented to the January NWRPB on a proposal for discussion and will include the process of nominating a vice-chair and a discussion on whether two vice-chairs need to be appointed to mitigate future issue i.e., changes in administration following an election etc., and how to manage the transition from vice-chair to chair.

Date of next meeting: Friday 13th January 2023