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NORTH WALES SOCIAL CARE AND WELL-BEING
SERVICES IMPROVEMENT COLLABORATIVE

Minutes of the North Wales Regional Partnership Board Meeting

11th November 2022

9:00 am to 11:40 pm

Via Zoom

Present: Mary Wimbury (Chair), Alwyn Jones, Catrin Roberts, Cllr Elen Heaton, Cllr Christine Jones, Cllr Dilwyn Morgan, Cllr John Pritchard, Cllr Alun Roberts, Cllr Liz Roberts, Dylan Owen (attended until 11:10 am), Estelle Hitchon, Fôn Roberts (attended until 10:20 am), Dr Nick Lyons, Iwan Davies, Jenny Williams, Dr Lowri Brown, Lucy Reid, Nicola Stubbins, Neil Ayling, Meinir Williams-Jones, Ricki Owen, Shan Lloyd Williams, Sian Tomos, Siobhan Edwards, Teresa Owen (attended until 10:30 am).

Apologies: Ann Woods, Dave Hughes, Ffion Johnstone, Gill Harris, Trudy Ellis, Sam Parry

In attendance: Duncan Mackenzie (Senior Auditor, Audit Wales) – observing

1 Welcome, introductions and apologies

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

The chair formally welcomed new members:

Libby Ryan-Davies, BCUHB Integrated Health Community Director, Central;

Dr Nick Lyons, BCUHB Executive Medical Director (Acting Deputy Chief Executive from 16.11.2022);

David Coyle, BCUHB Interim Integrated Health Community Director, East;

Siobhan Edwards, North Wales Police.

The chair formally thanked:

Jo Whitehead, Iwan Davies and Helen Corcoran for their significant contribution to the Board and wished them well in the future.

Duncan Mackenzie (Audit Wales) in attendance today as part of the Unscheduled Care Audit.

2 Voice and Engagement Report

The board received an update from EY on the key messages from the Engagement and Voice Task & Finish Group which emerged as one of the five work-streams from the WG Rebalancing Care and Support.

The remit of this group was to consider the role of service users, unpaid carers, third sector organisations and care provider representatives who sit as members on RPB Boards. The group were also asked to develop a Charter and other products to assist RPBs in supporting the above members.

EY thanked for the opportunity to summarise the recommendations of the Charter and highlighted some of key messages from The Charter:

- the charter identifies key commitments for the RPB with regards to meaningful participation for Service Users, Carers, and Third Sector representatives;
- That all members of the RPB are treated as equal partner in discussions and decisions made by the board;
- Support/training is provided, as required, to any member of the board;was
- Provide mentoring for new members – keeping in touch between meeting and arrange pastoral support;
- To ensure discussion are held in a way that avoids jargon so that everyone has the power to understand what is going on.

EY was pleased to report that NWRPB are already working to some of the standards of The Charter, and by working together with support from the collaboration team, the NWRPB has the ability to put participation mechanism in place across all work. Accepting The Charter will enable a positive outcome for RPB members, whilst striving to ensure every member is treated fairly and equally, each voice is heard, whatever their background and ability.

The next steps for the NWRPB:

- To adopt the Charter
- To further develop aspects of the Charter
- To establish a Task & Finish group in North Wales to action the requirements using the toolkit provided
- To create the right environment for all Members
- To continue with the excellent work already happening here

The NWRPB members acknowledged this significant piece of work, and were fully supportive of all the above actions. It was agreed the North Wales T& F Group will provide periodic updates to the NWRPB in future.

Actions

- Nominations for the T&F Group – RW

3 Market Stability Report

The board received a presentation from CR on the MSR.

The Market Stability Report sets out the sufficiency and stability of the regulated care market in North Wales for children and adults including care homes, home care, fostering and adoption, providing an evidence base to support organisations across the region with planning and partnership working.

Following presentation and feedback at the June NWRPB, CR confirmed the MSR report has now been approved by the six North Wales Local Authorities and Health Board.

CR thanked all partner for their time and commitment to the report.

NWRPB members acknowledged the work completed by regional staff, a significant piece of work, and a valuable document, demonstrating the activities across the region.

CR informed the follow up actions from the MSR will be incorporated into the work of the Regional Area Plan, and the workforce issues terms and conditions for staff is a prominent issue being considered.

As the MSR has already been approved by the six North Wales Local Authorities and BCUHB, the NWRPB were in agreement to approve the Market Stability Report.

4 RIC Hub Quarter 2 Report

JW, Lead Director of the RIC Hub provided a brief update on the RIC Hub Quarter 2 report.

The RIC Hub is a small team who undertake significant pieces of work on behalf of the regional team and wider partners. Key milestones to report:

- Completed the Annual Report for 21/22;
- Engagement networking, to offer everyone an opportunity to utilise the RIC hub to its' full potential - research undertaken/ literature activity etc;
- Arranged workshop to agree replacement governance structure;
- Agree response to the regional research, innovation and improvement mapping recommendations;
- Produce Regional Integration Fund evaluation plan and innovation strategy;
- Produce needs assessment coordination and data development plan for the North Wales region;
- Supporting RPB sub-groups i.e. Children's sub group and AISB's;

- Produce Census 2021 updates for North Wales as information is released and produce easy guides for partners.

Work for the next reporting period includes continuing to focus on the data and intelligence, offer of evaluation, research and promoting all work across partners.

The RPB were in agreement to note the RIC Hub Quarter 2 report.

5 Accelerated Cluster Development

The Board received an update from JF on the ACD.

JF provided the background to the ACD, launched in April 2022 to ensure a more rapid implementation of the Primary Care Modal for Wales, and address perceived system barriers. It includes the introduction of Professional Collaboratives (PCs) and Pan-Cluster Planning Groups (PCPG) to strengthen clinical engagement, and to increase influence from the community/cluster to RPB decisions.

ACD is fundamentally about a clear line of sight from the local front line health and care services, shifting resources from acute in to the community, through to the RPB in terms of understanding the needs of the local population and translating such knowledge into strategic priorities at an RPB/ County and Cluster level.

The role of RPBs is to provide oversight of PCPG funding, planning and commissioning activity, and manage information flow between the Clusters, Health Board, and Social Care.

WG correspondence received May 2022, set out 30 milestones to be achieved during the transitional year, to provide assurances of progressing with the work. Good progress has been made, with

considerable work needed over the coming 12 months to embed ACD within mainstream planning.

The geographical boundary across North Wales to inform the development of PCPG's has been confirmed, as follows:

- Anglesey and Gwynedd – a decision was taken to move away from a sub-regional AISB and establish the Anglesey PCPG and Gwynedd PCPG, with previous AISB governance and RIF reporting transferring to the PCPG's.
- Wrexham and Flintshire – members decided to continue with the joint AISB meeting and use this mechanism to transfer in to the AISB/PCPG and RIF reporting into the AISB/PCPG
- Conwy and Denbighshire – governance route is via the joint existing AISB with PCPG Denbighshire and PCPG Conwy reporting into the AISB. The RIF reporting to the PCPG.

NWRPB member's discussion highlighted:

A request was made for practical examples of what can be achieved by the PCPG to be provided as part of the next update, noting the difference this will make.

JF agreed to provide practical examples, noting the difference will be made by focusing existing discussion around the population need and ensuring all key partners are included. Another key piece of work to be achieved with PHW will be to reduce health inequalities at a cluster level, using population level data to develop robust solutions to health inequalities that will be bespoke to local areas.

TO examined how the wellbeing assessments, being also important,

interweave with the population assessment, and how are both taken into consideration and feature within the model.

JF noted that consideration to the work of the PSB and PCPG was not fully taken into account within the national ACD work. However, locally, work to align the PSB and ACD will be part of the planning manager's role, with the vision, some time ahead, being a single place plan.

- A request was made from the perspective of Housing Associations, to utilise their expertise, and voice of tenants in the cluster planning groups, with tenants are often those with highest health inequalities and health and well-being needs.
- PCPG membership to have appropriate representation and a fair balance of regional partners.

JF final comments, whilst notice the architecture seems overwhelming, once the work of delivery starts, the work will become less cumbersome and clearer.

NWRPB members acknowledge the update provided on the ACD Programme to include an update on the WG Ministerial priorities. The NWRPB requested the ACD to provide examples of how the PCPG's are meeting the needs of the population at the next update.

Action

- Ppt to be circulated – RW

6 Regional Capital Funding 2022 – 2026 update

Further to the presentation at the October NWRPB, CR provided an update on the two regional capital funding streams HCF and IRCF, a proposal to utilise part of the IRCF funding and an update on the proposed regional decision making process and governance structure.

Capital – Housing with Care Fund (HCF) Update

The WG panel have now approved 4 North Wales HCF applications totaling £2.5M and a further 3 applications will be presented to the November panel totaling a further £1.1M.

The regional Capital Programme Manager has met with partners to understand their funding requirements and provided WG with a firm forecast of this year's financial spend by 31.10.2022. North Wales have confirmed £8.8M will be utilised from the £14.2m HCF funding allocated for 2022 / 2023, leaving an underspend of £4.3M. Work is currently ongoing with partners on Year 2 and Year 3 development of capital plans, to provide a robust longer term picture/information.

Capital - Integration and Rebalancing Capital Fund (IRCF) Update

CR informed following meeting with WG to discuss the IRCF Pathfinder schemes, and in particular the applications submitted from North Wales, WG have now concluded the Pathfinder Scheme was not sufficiently robust to enable Award of Funding letter to be circulated to award the grant under the IRCF.

Further work has been completed with partners and WG to develop the supporting documentation, with 2 schemes completed and ready to be submitted to the Capital Grant Panel meeting in November for approval, with work ongoing to complete the remainder of schemes.

IRCF Revenue Funding – 2 funding streams totaling £700K

The WG funding has been made available to support the implementation of the IRCF Capital schemes across Wales and also the development of the WG 10-year capital plan. The proposed WG funding proposal is as follows:

£200K – Year 1 proposal to include:

- To fund the Regional Programme Manager Post to manage the Capital fund and develop the Capital Strategy and Plan
- To fund a Regional Project Manager to specifically assist partners with all aspects of the capital application process.
- Arrange training events for regional colleagues and partners to become familiar with the generic green book process which WG are adopting in relation to Capital applications.
- To fund consultancy work, in relation to the more complex capital applications, on an as and when basis.

Please note the funding proposal may change for year 2 and year 3. A proposal for year 2 onward is to appoint an engagement/ development officer to work with partners developing the integrated community hubs, focusing on partnership working and issues of sharing sites i.e. T&C, systems etc., to enable effective collaborative working on one site.

500K – WG have changed the remit of this funding and stipulate year 1 funding is to be utilised towards the development of feasibility studies. In year 2 and 3 the

funding will be shared between feasibility work and consultancy. Once the Capital Plan has been finalised the funding will be utilised on changing culture and developing partnerships, the original WG remit for this funding.

Following the action taken at the October RPB relating to the governance structure and proposal to re-name the Capital Approval Panel, the new title proposed today is the Capital Steering Group Meeting. This group will review applications prior presenting to the RPB and submission to WG.

The report also proposes the actual members on both groups:

- Capital Programme Board (CPB) – 1 rep from each LA, 1 HB rep, nominated person to represent RSL and regional team members
- Capital steering Group – 1 Finance representative, 1 Capital representative, H&SC representative, the CPB chair and regional members from RCT, as appropriate.

It is not a requirement that representatives are already members of the NWRPB, and partners are asked to nominate an appropriate representative who has the delegated responsibility to act on their behalf. If several nominations are received for one representative seat on both the above board, the LG will have the final decision, with the NWRPB being formally notified of the final membership once finalised.

Following a full discussion, the NWRPB were in agreement to the following recommendations:

- To note the position on the new regional capital funding streams.
- To approve the funding proposal to utilise the IRCF Revenue Funding is agreed for submission to Welsh Government.
- To approve the proposed Capital Fund Board membership, governance structure and board agenda.
- To approve the revised name for the Capital Fund Approval Panel.

TO enquired if the ToR for the Capital Steering Group could be presented to the NWRPB once approved by the Capital Programme Board, in terms of the work on the strategy and the work of the NWRPB.

A two-minute silence was held for Armistice Day

7 BCUHB Update

NL provided the BCUHB update. Key points included:

- Corporate update:

Gratitude expressed to CEO Jo Whitehead, an aspiring leader for BCUHB, conveying best wishes on her retirement. Gill Harris will be Acting CEO and Nick Lyons Acting Deputy CEO from 16.11 22;

- Integrated Health Communities (IHC):

West, Centre and East IHC's are now operational, providing Primary and Secondary Care into one operating group with the opportunity to collaboratively with Social Care, and Mental Health:

Ffion Johnstone, IHC Director – West

Libby Ryan-Davies, IHC Director – Central

David Coyle – Interim IHC Director – East

Further appointments are to follow.

- Financial challenges in relation to energy;
- Winter challenges - significant concern with the continuing numbers of Covid and flu; not only the impact on the overall population, but on the possibility of high staff absence;
- As a result of WG guidelines, Health staff are now resuming mandatory wearing of face masks in Health Board settings, and close monitoring is being kept on testing regimes and also potentially on the need for changes to visiting rules;
- The likelihood of industrial action from nurses and GP's;
- Winter issues and the impact on planned beds, planned care and the effect on routine outpatients and surgery, cancer and other specialities.

JW enquired if masks are mandatory in shared LA/BCU community settings, as the guidance caused significant difficulties and anxiety in respect of infection control during previous lockdown.

NL confirmed BCU have implemented mask wearing in all settings for inpatients and outpatients including primary care. NL agreed to share the WG guidance and to discuss the action to be taken on shared community settings.

NS informed the RPB of recently attending the BCUHB Achievement Award ceremony 21.10.22, where two of the RPB Transformation Projects were shortlisted for their achievements. For the Partnership Award - the Multi Systemic Therapy Team was shortlisted; and for the Welsh Language Award - the CAMHS service through the Friend Resilient was shortlisted. Delighted to be there representing the RPB and the Children's Transformation Programme, showcasing an inclusive award ceremony displaying staff commitment and enthusiasm.

8 NWRPB

Workshop update/outcomes

CR presented the update on the NWRPB improvements discussed at the October workshop, survey results outcomes include:

1. The introduction of a NWRPB Forward Work Plan (FWP) – used as a planning tool for NWRPB members to influence future agenda items. The FWP will become a standing item on the agenda, displaying clear information - the author, subject, purpose and recommendations, with means of attaching documents allowing RPB members an opportunity to pre-read documents. The FWP will be populated for the December meeting pack for further discussion.
2. It is proposed one meeting per quarter will meet in person from March 2023. This should provide NWRPB members with sufficient advance notice to manage diaries.
3. A standard cover report template has been developed, noting the information provided on the FWP in relation to decision required from the RPB etc. The template will be used for all reports being presented to the NWRPB. The report will be concise, one A4 sheet, noting key points to encourage contribution from all RPB members. A link to related background details of the report will be provided in the FWP, and this change will provide clarity for members whilst assisting with the management of meetings.
4. NWRPB Training Sessions - providing the background, purpose and expectation for new RPB members and a refresh for existing RPB members. The training is not mandatory, and members will be invited to attend 1 out of the 3 dates provided. It is also proposed the training session invitations are circulated wider within partner organisations, giving an opportunity for LA/BCU colleagues to further understand the NWRPB.

Consider the Name of the Service

CR informed prior to the workshop, the regional team discussed re-naming the service. The current title being too long and hardly used - the North Wales Social Care and Wellbeing Service Improvement Collaboration, and CR proposed 2 options for consideration:

- North Wales Health and Social Care Partnership
- North Wales Regional Partnership Board

ID proposed the name of the NWRPB is also considered by the Board, as part of this work, as the NWRPB title does not stipulate the Board considers H&SC matters.

Overall, RPB members were in agreement to the introduction of the above proposed improvements and to consider the re-naming of the service and the 2 options provided. Once the name of the service has been agreed, the regional e-mail portal and correspondence will be updated, so that the regional team is seen as a business support hub for the Health and Social Care Partnership.

CR informed, following today's meeting, an e-mail will be circulated to NWRPB members for a consensus of the two options provided, via a ballot.

Vision / Mission Statement and Key Priorities

Strong messages were also received from the group work during the workshop, acknowledging the need to keep things simple without using jargon.

Existing Vision statement:

Working together to improve the wellbeing of people and communities

Options provided from the workshop include:

1. Working together to improve the health, social care and wellbeing of the people of North Wales;
2. Working together for the people of North Wales to improve health, social care and wellbeing services;
3. Working together for the people of North Wales, to provide the health, social and wellbeing care and support they need, when they need it and where they need it;
4. Working together to improve care and support for people who use health and social care services, their carers and their families

CR informed, following today's meeting, an e-mail will be circulated to NWRPB members for a ballot on the above 4 vision proposals.

Draft Mission Statement proposed:

We will, as equal partners, challenge how we deliver our services and through using our collective resources differently and more effectively transform our services to create an environment where people can thrive and are empowered to look after their own health and wellbeing.

We will enable people to be well at home, and in their community, for as long as possible.

Additional feedback to support the vision and mission statement, received from the workshop has been pulled together and noted within 'Key Priorities' for the NWRPB. The Vision, Mission Statement and Key Priorities will be circulated to RPB members following the meeting, for further comments and agreement.

Feedback from NWRPB members included:

- To ensure Young People are fully considered, change the word 'people' to 'people of all ages' within the Mission Statement;
- Incorporating the vision or mission statement on the cover report sheet;
- Refer to the Nolan principles re principles of operation;

The chair acknowledged the work completed by CR and the regional team on the workshop outcomes. CR agreed to amend the documentation in relation to the comments received today and the updated document will be circulated to everyone for further comments.

9 Minutes and actions of last meeting – October 2022

The minutes of meeting 14.10.2022 were agreed as an accurate record of the meeting, with all actions completed.

Matters arising:

Winter Plan - Once information has been received from all partners the completed plan will be circulated to RPB members, to be formally endorsed at the December NWRPB meeting.

The situation remains unchanged with no WG additional funding provided toward the Winter Plan. The regional team are working with BCU colleagues to include the work on 'Increasing Community Capacity' as part of the Winter Plan, and this will provide a broader view of the situation across North Wales.

All outstanding actions from July NWRPB are also reported completed.

Actions:

- Winter Plan – December NWRPB

10 Any other business

MW suggested the impending Government Autumn Statement and the potential effect on future funding, to be discussed at a future RPB meeting, once RPB members are clearer on the implications, if any.

11 For information:

The notes of October NWRPB Children's sub-group were included for information.

12 Date of next meeting: Friday 9th December 2022

