**West Glamorgan Regional Partnership Board **

**8th August 2023 at 10am**

**Teams Video Call**

**Meeting Notes**

**Attendees**

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| **Name**  | **Organisation**  | **Initials**  |
| Adele Rose Morgan  | Citizen Representative  | ARM  |
| Amy Hawkins | Swansea Council | AH |
| Brian Owens | Swansea Bay University Health Board   | BO |
| Chele Howard | Neath Port Talbot County Borough Council | CH |
| Cllr Alyson Pugh | Swansea Council  | AP |
| Cllr Jo Hale | Neath Port Talbot County Borough Council | JH |
| Cllr Louise Gibbard | Swansea Council  | LG |
| Cllr Rob Stewart   | Swansea Council   | RS  |
| Cllr Sian Harris | Neath Port Talbot County Borough Council | Sha |
| Dave Howes  | Swansea Council    | DH  |
| Debbie Evans | West Glamorgan  | DE  |
| Debbie Smith   | Swansea Council    | DS  |
| Emma Woollett   | Swansea Bay University Health Board   | EW  |
| Gaynor Richards | Neath Port Talbot Council for Voluntary Service | GR |
| Jo Phillips | Service User / Citizen Representative | JP |
| Karen Jones | Neath Port Talbot County Borough Council | KJ |
| Kelly Gillings | West Glamorgan    | KG  |
| Karen Stapleton | Swansea Bay University Health Board   | KS |
| Kelvin Jones   | Service User / Citizen Representative    | KeJ  |
| Linda Whittaker   | Tai Tarian    | LW  |
| Malcolm Perret  | Care Forum Wales and Home Care Association | MP  |
| Martin Nicholls  | Swansea Council  | MN   |
| Melanie Blake | West Glamorgan  | MB |
| Nerissa Vaughan | Swansea Bay University Health Board | NV |
| Rachel Marsh  | Welsh Ambulance Services NHS Trust | RM |
| Steve Spill  | Swansea Bay University Health Board   | SS  |
| **Observers**  |
| Gail Wallis | West Glamorgan | GW |
| Helen Dale | West Glamorgan  | HD  |
| Katie Kinevane | West Glamorgan  | KK  |
| **Apologies**  |
| Andrew Jarrett | Neath Port Talbot County Borough Council | AJ |
| Andrew Thomas |  | AT |
| Cllr Steve Hunt | Neath Port Talbot County Borough Council | SH |
| Kelly Ahern | Barnardo’s | KA |
| Mark Hackett | Swansea Bay University Health Board   | MH  |
| Mark Wade | Swansea Council | MW |
| Nicola Trotman   | West Glamorgan    | NT  |

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| **Ref**  | **Item**  | **Action / Decision**  |
| **1** | **Welcome, Introductions and Apologies**  |  |
| 1.1 | EW opened the meeting, made introductions and apologies were noted. |  |
| **2** | **Declarations of interest** |  |
| 2.1 | No declarations of interest.  |  |
| **3** | **Approval off minutes and notes** |  |
| 3.1 | Minutes approved by the Regional Partnership Board (13/06/23).  |  |
| **4** | **Matters Arising and Action Log** |
| 4.14.2 | No Matters Arising. KG advised that the Co-Production Assurance papers are being finalised and will be presented at the next Regional Partnership Board meeting. EW stated all action log items are in progress and further updates will be provided at the next meeting. |
| **5** | **Initial Draft Strategic Capital Plan** |  |
| 5.15.25.35.45.55.65.75.85.95.105.115.125.135.145.155.165.175.185.195.10 | DH provided some background and advised that going forward he will no longer be Chair of the Strategic Capital Programme Board. This role has now been passed to Chele Howard, Interim Head of Housing and Communities in NPT Council.. CH was introduced to the Regional Partnership Board.DE presented the Draft Strategic Capital Plan to the Regional Partnership Board and provided a detailed update of the content. The overall objective is to develop and implement a 10 year strategic capital plan that outlines the capital investment needs of the community infrastructure for the provision of primary health and social care.EW asked if the document sets out what was discussed in the last meeting, such as the approach, priorities, principles, and ways of working, and if the ask of the Board today is to approve the document for it to be used to develop specific business cases for capital funding, which will then be assessed against the principles and ways of working that have been set out in the paper.DH confirmed and stated that this is a further opportunity for the Regional Partnership Board members to comment and agree if this is the right vision going forward.ARM commented there was no attention to preventative measures, or any mention of rights, which she felt needs to be included.KJ supported moving to a strategic approach, but stated when developing the individual schemes, it will be important to test them against the ability of the collective agencies. Transport arrangements need to be factored in, particularly if there is a dependency on community transport. KJ stated when looking at costs around the individual schemes, in the current climate inflation has become a big factor and there is a need to ensure sufficient contingency around cost that is being built in, and to ensure the priorities are set very clearly.KJ requested clarity on the scheme sign off and stated that from the governance point of view it appears that schemes in excess of £1m would be approved at Regional Partnership Board, and approved by the Steering and Advisory Boards if below £1m. She also stated that given the nature of these schemes there may be other developments within the respective agencies that could help to deliver against the wider property regeneration activities, and it may be possible to discover other opportunities to take things forward rather than looking at what is within the scope of the Regional Partnership. She also questioned the plans around the community hubs, and commented there may be opportunities to advance some of these other proposals and bring back to board at a future date.NV responded to the last point made by KJ around the community hubs and stated that it is important that the service is delivered to people and how they develop services for themselves, and this would be an important factor in the way that the service is delivered going forward.GR supported the report in that it ensures people's needs are met now and in the future.GR raised a comment regarding page 19 of the draft plan in relation to unpaid carers. It states that the number of people providing unpaid care in the region is now lower than it was, but it needs to be noted that there are several reasons for the overall number of carers declining. These include changes in the nature of caring and high levels of death during the pandemic, and the change in the framing of the census questions from 2011 to 2021.KeJ questioned how the strategic direction would be evaluated, and wanted to note to ensure that all partners are clear about using the terminology of co-production, engagement, and participation.BO reflected two points. The first being around the strategic priorities and if dilapidation/current state of repairs may change some of the priorities, and if the hubs would pick this up to target some of the more deprived areas. EW summarised the above discussion points advising it would be helpful to do this against the principles.* Testing against the ability to resource
* Transportation
* The process for sign off, which needs to be highlighted more clearly
* Regeneration opportunities - Do we prioritise looking at deprivation and the state of repairs

There is a great amount of support for the strategic direction which is a welcome change. Also, when looking at the cases there is a need to put in contingency for inflation, and when cases are evaluated, how to ensure that co-production of citizen and carer input is included into the evaluation.DH commented that this has been a good discussion and all the observations can be accommodated into the plan. The work will carry on through the workshops and be overseen by the Strategic Capital Board. DH also stated part of the objective is to make it more transparent to the whole of the partnership and the constituent organisations, as there is a risk of missing opportunities unless the right voices are in the room as often as possible. A good job has been done of creating the conditions, but it would need to be tested further, and this could be one of the focuses of the workshop.EW thanked the group for their input and advised following the discussion an action to bring a description of the community hubs and how they fit into the wider development plans back to the Regional Partnership Board is something that needs to be done. KG confirmed this is in the process and mapping is currently being undertaken across the hubs. A meeting with Welsh Government took place last week, where they requested more information. This item will be presented back to the next Regional Partnership Board. | **Action:** All observations noted in the meeting to be included in the document. DE, CH and DH to discuss outside of the meeting.**Action:** Description of the community hubs and how they fit into the wider development plans to be presented at the next RPB meeting in October. |
| **6** | **Wellbeing and Learning Disability Programme*** **Digital Story**
* **Presentation**
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| 6.16.26.36.46.5 | AH provided background information to the digital story that is being presented to the RPB today. The Black, Asian and Minority Ethnic (BAME) mental health support initiative is one of the third sector organisations that is being funded by the Regional Investment Fund. The focus of this programme is to breakdown the stigma associated with disabilities and to support families in the BAME community through activities that build up social skills and confidence. The digital story was presented to the Regional Partnership Board.AH shared the Wellbeing and Learning Disability Board presentation and provided an update of the content. This included the structure of the Board, Area and Action Plans, Strategy Vision, Principles, feedback from the May your Voice be with You event held at the Swansea.com stadium on 4th May and Learning Disability Liaison Forum. KJ requested clarity on the planning around older people with learning disabilities, and questioned if there was any insight about the impact on this population around access to services. AH responded that this is an all-age strategy and planning would be done within the group. Regarding the point on the insight of impact, AH advised that the information was gathered from a national report published by Welsh Government, which was informed by people with lived experiences that were impacted during and post pandemic, and feedback from the co-production workshops. The next steps will be worked through and agreed within the group. |  |
| **7** | **Emotional Wellbeing and Mental Health Strategy** |  |
| 7.17.27.37.47.57.67.7 | The presentation was shared to the Regional Partnership Board, and NV provided a detailed update of the content, which included the process of delivering the strategy.EW observed that this is about building a structure to allow developing procedures that are necessary for the needs, but then also building the evaluation to make sure what is being co-created meets the needs and can be proved.SS commented on the last slide of the presentation regarding the pooled funding, and queried if there were any principles, guidelines, or structures as to how and who contributes it.A further discussion about the pooled funding took place between NV and SS.EW questioned the timescale and observed it would be good for the RPB to oversee this work. A further discussion took place between NV, KG, and EW. NV advised this could be completed by the end of the calendar year when there will be more detail about how to take this forward, which would tie into the RIF (Regional Integrated Fund) funding for next year. KG agreed and noted this will also tie in with the new programme boards that are currently being set up and the engagement work that is being done. It was suggested to bring this back to Regional Partnership Board in six months for further discussions to take place. |  |
| **8** | **Un-allocated RIF Funding 23/24** |  |
| 8.1 | This Item has been pulled from the agenda today and will be brought back to the next Regional Partnership Board. | **Action:** EW agreed that the un-allocated RIF funding 23/24 be presented at the next meeting in October. |
| **9** | **Annual Report** |  |
| 9.19.29.3 | KG updated that following discussions at the last Regional Partnership Board it was agreed that the end of year reports would be used for the basis of the infographics and data to produce the annual report to submit to Welsh Government. This was formally agreed in the last Regional Partnership Board but has been brought to board today to share for information and feedback to follow governance.SS liked the format and graphics, but queried why transforming complex care was not listed in the report.KG advised the report has been structured in a slightly different way due to the new governance arrangements. It does not directly affect populations but focusses on the inner workings and the processes within the strategy partners and 3rd sector to provide the vision. | **Decision:** RPB endorsed the Annual Report in the last meeting. All agreed. |
| **10** | **AOB** |  |
| 10.110.210.310.4 | BO asked if the board would consider using Healthy Days at Home Wales as a way of measuring some of the impact of the current schemes. KG advised this has been looked at by the West Glamorgan data team in the past and found to have limited use initially but agreed it would be relevant to look at it again whilst redoing the performance framework. NV asked if Public Health could also be involved in the discussions about how to better measure performance data.No other business was raised. | **Action:** KG, NV, and BO to meet outside of the RPB to discuss this further. |

*The meeting closed at 11.40am*

**Date of Next Meeting:** 17th October 2023, 10am