**West Glamorgan Regional Partnership Board **

**6th June 2022, 1pm**

**Teams Video Call**

**Meeting Notes**

**Attendees**

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| **Name** | **Organisation** | **Initials** |
| Andrew Jarrett | NPT CBC | AJ |
| Brian Owens | SBU HB | BO |
| Caritas Adere | Swansea Council | CA |
| Cllr Alyson Pugh | Swansea Council | AP |
| Cllr Louise Gibbard | Swansea Council | LG |
| Dave Howes | Swansea Council | DH |
| Emma Woollett | SBU HB | EW |
| Joanne Abbott-Davies | SBU HB | JAD |
| Jonathan Morris | Tai Tarian | JM |
| Kelvin Jones | Service User/ Citizen Representative | KeJ |
| Mark Hackett | SBU HB | MH |
| Mark Wade | Swansea Council | MW |
| Malcolm Perrett | Care Forum Wales | MP |
| Steve Spill | SBU HB | SS |
| **Co-opted Members** | | |
| Martin Nicholls | Swansea Council | MN |
| Nicola Trotman | West Glamorgan | NT |
| **Presenters** | | |
| Joanne Abbott-Davies | SBU HB | JAD |
| **Observers** | | |
| Lucy Jones | West Glamorgan | LJ |
| **Apologies** | | |
| Adele Rose Morgan | Citizen Representative | ARM |
| Anne Newman | Carer Representative | AN |
| Cllr Edward Latham | NPT CBC | EL |
| Cllr Edward Latham | NPT CBC | EL |
| Cllr Elliot King | Swansea Council | EK |
| Cllr Peter Richards | NPT CBC | PR |
| Cllr Rob Stewart | Swansea Council | RS |
| Debbie Smith | Swansea Council | DS |
| Gaynor Richards | NPT CVS | GR |
| Karen Jones | NPT CBC | KJ |
| Kate Kinsman | West Glamorgan | KK |
| Kelly Gillings | West Glamorgan | KG |
| Linda Whittaker | Tai Tarian | LW |
| Pamela Milford | Swansea Council | PM |
| Sian Harrop-Griffiths | SBU HB | SHG |

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| **Ref** | **Item** | **Action / Decision** |
| **1** | **Welcome, Introductions and Apologies** |  |
| 1.1 | EW opened the meeting and apologies were noted. EW introduced 2 new councillors for Swansea Council, Cllr Alyson Pugh and Cllr Louise Gibbard and noted that Neath Port Talbot Council are in the process of finalising their cabinet. |  |
| **2** | **Declarations of interest** |  |
| 2.1 | No declarations of interest were made. |  |
| **3** | **Approval off minutes and notes: Full Regional Partnership Board 20/04/2022** |  |
| **3.1** | EW noted the updates submitted have been included in the minutes. EW noted that the new process and timescales of producing the meetings is working.  Minutes approved by the Regional Partnership Board. |  |
| **4** | **Matters Arising and Action Log** | |
| 4.1 | EW noted the Declarations of Interest action and encouraged the new members to complete this action and it was noted that the once Neath Port Talbot Council have finalised their cabinet the relevant paperwork would be circulated to them also.  MC provided an update on the returns of the declaration of interests and noted that the paperwork would also be sent to all new members when confirmed. | **Action:** MC to send out the Declarations of Interests paperwork to all new RPB members. |
| **5** | **Digital Story: Centre for African Entrepreneurship Football Tournament** |  |
| 5.1  5.2  5.3  5.4  5.5  5.6  5.7  5.8  5.9  5.10  5.11  5.12  5.13 | JAD introduced the digital story, noting this recording displays the  Centre for African Entrepreneurship Football Tournament, which was funded by the NHS Charities Together (Captain Tom Moore’s Fund) and the fundraising around this. Through the joint effort from the health board and West Glamorgan, some of the funding went onto the Centre for African Entrepreneurship, to fund this football tournament,  JAD added the additional background to the Centre for African Entrepreneurship, to put this event and recording into context. This is just one event from a whole range of things which have also been supported.  The Centre for African Entrepreneurship’s ethos is to provide high level services to their beneficiaries, whilst ensuring that ethnically diverse communities within Swansea and the surrounding areas are inspired and empowered to succeed.  They provide a wide range of services which includes:   * Support for refugees and asylum seekers * Employment support * Mental and physical wellbeing services * Food bank delivery services * Transport services * Ex offender support and reintegration * Housing and Tenancy support * Training * Climate Action initiatives and support   They are totally embedded within their communities and provide significant levels of support including;   * Delivered 7 tonnes of food for the benefit of over 400 individuals and families in their response to COVID * Community Transport has enabled 100 services to be provided to over 20 groups of people in one month * Entrepreneurship network has provided over 500 - 121 assistance sessions for young, disadvantaged entrepreneurs * Young refuges project has proved over 800 - 121 services * Participated in 632 engagements with over 200 service user groups   All the above services have had contributions by some of the funding.  The digital story was presented to the RPB. JAD noted that while the digital story focusses on the Centre for African Entrepreneurship, there are thousands of organisations such as the Centre for African Entrepreneurship across the region who provide massive dedicated specialised support for their communities. These are services and support that would be inappropriate and ineffective for the statutory organisations to deliver. Therefore, these organisations are a substantial strength for our communities, and this allows the opportunity to work with them more closely by providing the opportunities in relation to funding support.  This provides the RPB with a robust example of how the partners can make a difference to people’s lives in relation to people’s mental health and physical wellbeing. Noting that this is just one example of the thousands of initiatives that are currently operating across our region and communities.  JAD thanked the West Glamorgan team, who has worked closely with the Health Board in order to make the grant funding process as robust and inviting to all initiatives such as the Centre for African Entrepreneurship.  NT agreed with the importance of partnership working with the Health Board. West Glamorgan grant schemes had already been circulated to support third sector organisations but by the Health Board notifying the West Glamorgan team of the additional funding, we were able to bolster the existing funding and support further organisations.  KeJ added that is it brilliant to see what is happening in the wider community. He asked how do we as a Regional Partnership Board, enable and facilitate groups like this across our communities to contribute to the social change that as a Regional Partnership Board we would like to be involved in? How are we going to create a welcome for people whose lived experience and community knowledge is vital for these services and that of social change? How do we coproduce these services that affect our wider communities?  JAD noted that we cannot expect people to feed into structures that they are not aware of or relate to. Therefore, there is a need to find the relevant ways to engage and involve them to ensure that their views and feedback is obtained in a more effectively and meaningful way. Noting that Coproduction could be the starting point to enter this territory. But added, the need for the dedicated time, resources, and focus. This is the challenge for us to fully utilise the existing and potential service users to influence the direction of this work.  EW thanked JAD and noted the need to bear this in mind when the going through the outputs of the Population Needs Assessment.  LJ added that the Digital Transformation programme, which is kicking off, noting the Social Care Hack, this is being tested currently but this may translate into a way of working to ensure we are capturing the citizen/service user voice and being able to pull these synergies together in a more robust way. |  |
| **6** | **Final Population Needs Assessment Sections:** |  |
| 6.1  6.2  6.3 | EW noted that the Population Needs Assessment chapters had been brought to the previous Regional Partnership Board (20/04/22) where a number of points were raised, including the need for a re-look at the conclusions in each chapter:   * Mental Health: added in reference to Substance Misuse and strengthened this area * Produce a conclusion for each chapter below: * Autism * Carers * Children and Young People * Health and Physical Disability * Learning Disability * Mental Health * Older People * Sensory Impairment * VAWDASV   These final chapters incorporate the amendments requested. They have been discussed at and approved by the Transformation Boards. Amend the introductory chapters to reference universal services  BO noted a common theme that has come out through the chapters regarding data and data collection but added this is not noted in all the recommendations for each chapter as a priority. EW noted several key themes that need to be reflected in the RPB strategic plans to respond to the Population Needs Assessment, specifically:   * Data * Access to Prevention * Wellbeing Services * Transition from Children to Adult engagement * Employment Opportunities * Housing Needs   EW noted that our response to these key themes need to be clearly articulated to ensure that they are fully debated at a strategic level within the Regional Partnership board meetings over the course of the next few months, with the detailed plans being considered at the Transformation Boards.  EW requested the Regional Partnership Board approved these conclusions and approve submission to Welsh Government and publishing on the West Glamorgan website.  Also noted thanks to the colleague within the West Glamorgan team for undertaking this piece of work and the amendments as requested at the last Regional Partnership Board meeting, it is now felt that we have a better-quality product as a result. | **Decision:** Regional Partnership Board agreed and approved the conclusions and amendments of the Population Needs Assessment |
| **7** | **Capital Funds Update** |  |
| 7.1  7.2  7.3  7.4  7.5  7.6  7.7  7.8  7.9  7.10  7.11  7.12  7.13  7.14  7.15  7.16  7.17  7.18  7.19  7.20  7.21  7.22  7.23  7.24  7.25  7.26  7.27  7.28  7.29 | NT delivered the presentation and noted background of the Capital allocations to the RPB. ICF Capital funding was primarily targeted at providing accommodation schemes to support specialist housing for older people, people with learning disabilities and children with complex needs, but there was also an investment for intermediate care accommodation in the community with essential social care infrastructure. The funding has grown over the last few years and was just over £5m in 2021/22.  NT provided some examples of capital developments through ICF:   * 2 Bespoke Supported Living blocks of flats – Adults with complex needs in Swansea * Extra Care Scheme for people with complex needs (5 self-contained 1-bedroom flats in NPT) * Residential Respite home for young people in Rhossili for families who need extra temporary support * Repurposing the Childrens Centre in NPT hospital for additional clinical areas and support for CAMHs. * Reopen Parkway Care Homes – provide additional support intermediate beds to manage the demand for additional people coming out of hospital, during COVID.   Under the Capital funding we have been able to use a small amount for items such as equipment, aids and adaptions, NT provided some examples of this:   * Range of Care and Repair schemes including hospital discharge grant schemes and quick housing adaption and repair solutions * Provision for more community equipment to meet the additional demand during the pandemic * Purchase of additional IT equipment in care homes for refurbishments, adaptions, and equipment – this is specific to the pandemic and these rules are not business as usual * Purchase of assistive technologies to provide personalised support at home to enable people to stay independent * Provision of home and office adaptions, assistive technology, and IT equipment for third sector organisations to support remote working driven by the pandemic.   NT noted the challenges with the ICF funding process, particularly around the late arrival of grant schemes which makes delivery of a full year project difficult. Decision making was also slow and bureaucratic.  ICF capital has been replaced with 2 Capital Funds: the Housing with Care Fund and the Integration and Rebalancing Care Fund.    Housing with Care Fund is a 4 year fund at £7.7m pa, which builds on the ICF capital programme to:   * Increase stock of extra care housing particular in response to our aging population * Accelerate helping people with learning disability, Autism to live independently where possible in their own homes * Provide investment for intermediate care accommodation – for people who are not ready for full independence and require further support (could include care leavers, young adults with learning disabilities and people with emotional health and mental wellbeing needs) * Provide investment for regional residential services for children with complex needs – making sure their needs are serviced as close to home as possible.   Up to 10% of the Housing with Care Fund (ie maximum of £770k pa) can be used for minor projects element similar to that within ICF (repairs, refurbishments, equipment, and adaptions etc). These schemes need to be under £100k and if over £100k they will require Welsh Government approval. This will allow us to speed up some of the process going forward as only larger schemes have to go to Welsh Government.  Integration and Rebalancing Care Fund has 2 priorities:   * Priority 1: Integrated Health and Social Care community hubs and centres – to support delivery of seamless services through creating a single point of access and co-location of staff and services delivering integrated care pathways * Priority 2: Rebalancing the residential care market – changing commissioning practice and developing new models of integrated care, including elimination private profit from the care of looked after children and young people.   NT noted there is no regional allocation for this fund, this is a national bidding process. There is:   * £50m available this year (2022/23) * £60m available next year (2023/24) * £70 available the year after (2024/25)   No guidance has been received to date; we have been informed this is in progress.  Alongside these 2 new capital funds there is an expectation from Welsh Government that RPBs drive a more strategic approach to cross-sector capital planning across partners. We are required to develop a 5–10-year strategic capital investment plan, which needs to be submitted alongside the area plan by April 2023.  The strategic plans are to focus on the short-, medium- and long-term investment opportunities, which will be informed by the outputs of the Population Needs Assessment and the Market Stability Report. There is a requirement for the Regional Partnership Board to establish a Capital Planning Group to effectively manage the capital program management.  The capital funds are explicitly linked to the Regional Integrated Fund. One of the six national models of care is accommodation-based solutions. This will require coordination of the capital funds and the revenue implications of the underpinning models of care. The RPB will also need to consider revenue implications when looking at any Capital Fund proposals.  Progress to date:   * Strategic Capital Planning Group has been set up * DH has agreed to be the interim chair * Group has met twice (1st meeting: 4th May and 2nd meeting: 25th May) * Identified potential local capital scheme for 2022/23, including some existing support schemes currently funded by the Social Housing Grant * Drafted potential guidance and outline application form for the capital schemes * Finalised process for Market stability Report, which will provide some data * Agreed process for minor projects grant scheme for 2022/23   Next Steps for Welsh Government:   * Develop guidance for Integration and Rebalancing care fund * Develop 5–10-year strategic planning process template * Develop a joined-up capital fund assessment and decision-making process * Host strategic capital planning workshops – in the summer * Confirmation of funding for additional resources to manage strategic capital   Key milestone for West Glamorgan:   * Circulate minor projects grant scheme * Develop governance arrangements for approval of the schemes * Collate data available and identify any gaps * Develop proposal for longer term strategic capital planning and commissioning process * Identify additional resource required to manage strategic capital planning process (regionally and locally) * Develop communications to explain principles and ethos of the group * Develop longer term strategic planning process * Draft 5-10 strategic capital plan   NT noted some points for discussions:   * What is the aspiration for the capital fund: * Integrated hubs * Support housing * Care Homes (internal) * Innovative new housing developments * Assistive technology * How do we ensure people with lived experiences are at the centre of planning and decision making? * What does good quality look like? * How do we ensure accommodation will support future demographic modelling which is sustainable and cost effective?   AJ thanked NT for the presentation and noted that this area of work demonstrates a real opportunity in the coming years. The region has been highly successful in previous years in finding local ways to spend the capital that has been allocated by Welsh Government at various times. But now there is a need to plan how we put together our regional priorities against the revenue spend and providing regional capital projects that are in line with our regional priorities and area plan. There are benefits now to have pooled funding going forward on a regional basis also, to have projects in the pipeline ready to go when monies become available.  DH also thanked NT for the fantastic work that she has undertaken often without any guidance from Welsh Government, to get the region to a point where we may be able to access funding this year. He noted it has been a long-held ambition across the region to have a proper capital programme that is not limited by the funding that is available to us.  He also noted that it is helpful to have a better understanding of how this links in with the use of the Social Housing Grant, so that we can ensure nothing falls through the cracks.  EW noted that now the Population Needs Assessment has been approved, there is now a lot of work to pull this into a Regional Partnership Board strategy which will incorporate both revenue and capital. She added that we also need to consider how we will provide the resource to do this.  KeJ noted the questions on the last slide and asked whether this would be considered at a Transformation Board? Both DH and NT agreed. KeJ also asked how do we create a space to allow us to be innovative and transformative for alternative models.  NT responded that this will need to be picked up, noting the Research, Innovation and Improvement hub is still in place for this year. She also noted that discussions were taking place between regional colleagues to be share schemes that are believed to be working well including case studies.  EW reiterated that this is a big piece of work to meet the aspirations noted by AJ and DH.  AJ suggested that we need to create some time to collate views (including services users) to understand fully how best to invest. As we have the transformation programme structure, we need to utilise this to build our capital strategy. He added that the Strategic Capital group will be able to prompt the transformation groups that are already in place; it cannot just be a standalone group. DH agreed.  SS questioned that as we only have 10 months left of the financial year, are we going to be able to spend all the money that has been allocated in the first year?  NT noted that the steer from Welsh Government in terms of managing slippage from year to year is that they are going to try and manage this on a national basis. For example, if there are regions that have much larger schemes in one financial year then they could utilise spare capital from regions who have not been able to spend their allocation. It is not yet clear how this would happen in practice however. She also noted that all regions have flagged that again we are starting off late in the day with the Capital funding. Regular meetings with Welsh Government are to be held, but ultimately Welsh Government have confirmed that if bids are not ready for approval by month 6, we will lose the funding.  JAD questioned what kind of assurances Welsh Government have given in terms of turnaround times and making decisions, given past experience. NT responded that last financial year they did get a bit better and Welsh Government have said they will look to work to 4 weeks turnaround. But there are different departments for the Housing with Care Fund and the Integration Rebalancing Care Fund, despite requests from regional leads for one process.  DH added that if we do not commit the money in our region, the likelihood of getting this back in the future is low. Therefore, we need to maximise these opportunities as best we can and get behind this truly as a collaborative.  EW summarised that there is huge amount opportunity here but also several tensions, the most significant being the resource and the ability to deliver the strategic plan in a way that gives the Regional Partnership Board an opportunity to sense check and scrutinize what we are planning at a regional level whilst simultaneously focusing on the operational reality on the ground that also requires significant partnership working and resource.  NT noted that an email is awaited from Welsh Government who acknowledge that this is a significant shift of expectations for the role that the Regional Partnership Boards will play in terms of the strategic capital planning. They will be giving us some revenue resource to resource not only the regional team but also local teams to support the commencement of this work. Hoping to receive this information this week to provide some additional resource. EW requested that this is noted as an action. | **Action:** Chase Welsh Government for the letter confirmation revenue for the Strategic Capital resource |
| **8** | **National ICF Evaluation** |  |
| 8.1 | EW noted the National ICF evaluation for information. She observed that this is historical document but a good example of why we need to take control as a region and develop our ability to evaluate success and develop business cases. |  |
| **9** | **AOB** |  |
| **9.1** | No AOB was raised. EW noted the next meeting is in early July and noted balance of the reporting requirement and attendance is being worked through, to establish a frequency that makes sense. NT noted a potential clash for Swansea Council but noted this is being reviewed currently. |  |

*The meeting closed at 3.15pm*

**Date of Next Meeting:**

7th July 2022

2.30 – 4.30pm