|  |  |
| --- | --- |
| WEST WALES INTEGRATED PROGRAMME DELIVERY BOARD |  |

**7 APRIL 2017, 10:30AM –1PM**

Meeting Room 5, Building 2, St David’s Park, Job’s Well Road,

**Notes and Actions**

|  |  |  |
| --- | --- | --- |
| 1. | Chair Jake Morgan (JM) opened the meeting by welcoming everyone, noting apologies and inviting introductions. |  |
| 3. | There were no declarations of interest. It was agreed this item be deleted from future agenda. |  |
| 4. | Notes of previous meeting held on 13 January 2017 were agreed. |  |
| 5. | Regional Partnership Board Priorities:  MJP gave a verbal update on the regional priorities explaining current position with recruitment of programme managers (PMs). It was agreed that in future, all appointed PMs would attend the meeting to present a short update.  WCCIS  Programme Manager Lisa Davies (LD) is now the point of contact and linked into national governance.  Following discussion was agreed that:   * To avoid duplication, there is potential for one regional implementation plan and integrated contract, managed through the governance structure. * Board members need to ensure their organisations understand the implications of joining WCCIS. * Processes for preparing to align systems would be informed by learning from the implementation in Ceredigion. * Infrastructure needs to be included in IMTP strategy. * A programme of training and development needs to be planned across all partners.   Pooled Funds  Programme Manager Kevin Pett (KP) will take up his post on April 18th and will facilitate the process to take the programme forward, identifying areas to pool funds in addition to care homes.   * Following discussion was agreed that: * A joint committee is set up. * A high level implementation plan is developed that all partners sign up to. * The approach in west Wales is likely to be 3 contracts to encompass three sets of governance and aligned budgets.   Commissioning and IAA  MJP gave a verbal update, including feedback from the joint boards’ workshop, where it was agreed that IAA will be the priority, as prevention is considered to be a cross cutting theme. The preventions framework developed by regional practice group would be shared at the next meeting. A regional launch of Dewis (including Info Engine) will be arranged for mid-summer. The advert for PM will be to be posted shortly.  Following discussion was agreed that:   * The focus will be on developing IAA consistency and shared standards. * Updates on partners IAA progress and priorities should be shared via the agenda, including 111 pathways. * Governance and structures will be reviewed by the PM when appointed.   LD and MH  The LD board has held 4 meetings, with good partner and service user involvement. It will implement the Statement of Intent and key priorities and oversee ICF programmes. The TOR going to Partnership Board in May. The development of the Pembrokeshire LD website last year may lead to a regional ICF bid this year. Due to the success of the respite service, it will be remodelled this year. The challenging behaviour programme is due to start. Paediatrics is looking at a project for a small but complex client group.  Following discussion was agreed that:   * LD is an opportunity to develop multi agency governance and frameworks, agreeing reporting structures, benchmarks etc. and whether the priority projects in the region are led by LAs or Health. * LD Board reps need to be endorsed formally. * A diagram to include decision making and governance would be helpful. * There is potential to commission a study from IPC following on from the MPS. * The PM will develop a project plan and provide exception reporting to the Board. | Action: ALL  Action: County Directors  Action: PM  Action: PM  Action: PM  Action: PM  Action: IAA leads  Action: PM |
| 6. | West Wales Population Assessment (WWPA) and Area Plan  MJP confirmed it had been submitted to the Minister and thanked everyone for input. The next stage is Area Plans. Consensus from the joint Boards’ workshop is that area plans should be high level and flexible, picking up on user group specifics from WWPA. The outline for which will be taken to Partnership Board in May. For consideration is the different legislation impacting on the regional approach to VAW. An operation group chaired by Caroline James is established already, which has a different footprint and includes the police.  One option is for the Safeguarding Board governance to oversee, which will be sent to Julie Brecon for comment. | Action: MJP |
| 7. | ICF  MJP confirmed that the allocation is similar to last year for both revenue and capital, with a top slice for Autism. All other themes remain the same. The suggested allocation for Frail Elderly and LD and Complex Needs has been confirmed by WG as indicative only. Provided there is evidence in the PA, allocations can be vired between themes.  Following discussion there was agreement on:   * A top slice for team & HDUHB coordination. * A top slice for WWPB priorities. * A top slice for regional projects responding to the PA, although not covered by Board priorities. * Developing a regional approach to managing slippage. * Developing a regional approach for collaboration and standardisation between similar existing local projects. * A joint committee to pool capital funds to develop a larger, regional initiative through a coordinated plan, which could link with housing associations, led by AB. * Nominating members for a meeting at end of April to develop initial thinking on capital spend.   MJP presented the paper on the Integrated Autism Service.  Following discussion it was agreed:   * To set up a task and finish group rather than a board, led by a single executive lead officer, with a children’s and adult’s rep from each agency. * To produce implementation and sustainability plans by 2018, which integrate into wider services. * To consider how carers measures will be integrated. * To forward nominations for the TF group in the next week. | Action: KN  Action: KN  Action: AB  Action: HOS  Action: PM  Action: HOS |
| 8. | Dementia – More than Just Memory Loss: Consultation response and regional strategy (Attachment)  Sandra Morgan (SM) presented the document and explained that a steering group will look at developing existing strategy rather than starting afresh, with findings linked into the PA. The board will meet toward the end of April.  Following discussion, it was agreed that progress will be linked into the WWCPB where required. | Action: SM |
| 9. | IFSS Quarter 3 Report  Elfed Hopkins (EH) presented the report explaining that Ceredigion collates the regional report, which is agreed by local managers and tracked with exception reporting to this meeting. The Annual report to WG, is collated from a status report from all local managers. It was noted there is nothing exceptional to report. Referrals are within usual range, with the majority already on CPR, although a high percentage of children remain with families as a result of intervention. The drop in training attendance is aligned to length of time training has been available, so most staff are trained. A longitudinal study is under consideration.  It was noted that the board needs to reflect that IFSS training is replaced by signs of safety, with lots of commonality. The region is now focussing on edge of care, with most authorities no longer including just IFFS teams.  It was noted that the WWPB annual report includes an IFFS section. |  |
| 10. | Social Care Workforce Development Programme  MJP confirmed the SCWDP circular had been received from SCW (formerly CCW) with recruitment to the post to align SCWDP with regional plan imminent. Comments on circular need to be returned by 10th.  It was noted that SCWDP is long standing fund with LA to submit each plan now more pooled to manage all social care training internally and private sector, with a multi-agency group including Health overseeing the plan and pooled funds. Set meetings are already underway.  It was also noted that it is a complex job to analyse workforce across the region and addition information should be sought to clarify the current situation and future progress. |  |
|  |  |  |
|  |  |  |