



**CARDIFF HEALTH ALLIANCE BOARD MEETING**  
**Monday 20<sup>th</sup> April 2009**  
**Committee Room 2, County Hall,**

**Present:**

Board Member	Initials	Organisation
Cllr John Dixon (Chair)	JD	Cardiff Council
Neelam Bhardwaja	NB	Cardiff Council
Mike Murphy	MMu	Cardiff Council
Paul Warren	PW	Cardiff and Vale Coalition for Disabled People
Stephen Monaghan	SM	Cardiff Local Health Board (LHB)/NPHS
Amy Hurst	AH	Safer Capital
Nicola Evans	NE	Cardiff and Vale NHS Trust (representing Katie Norton)
Margaret McLaughlin	MMc	Voluntary Action Cardiff
Siân Richards	SR	Cardiff LHB
Geoff Osborne	GO	Community Health Council
Rita Austin	RA	Cardiff Local Health Board (LHB)
Trevor Gough	TG	Cardiff Council
Sue Hutton	SH	Carers Centre
Richard Thomas	RT	Care and Repair
Jules Dakin	JD	Mental Health Forum

**In Attendance:** Susan Toner, Christine Jenkins, Bronia Bendall, Martin James, Jacqueline Jones

**Minutes:**

		Action
1.	<b>Welcome</b> Cllr Dixon welcomed everyone to the meeting.	
2.	<b>Apologies for absence</b> Sarah McGill, David Francis, Chris Brereton, Richard Hibbs, Bruce Whitear, Martyn Jenkins.	
3.	<b>Minutes of the last meeting</b> The minutes were agreed as a correct record. A letter will be sent from Cllr Dixon, on behalf of the HA to Fiona Peel thanking her for her contribution to the Alliance.	CJ/JD
4.	<b>Matters Arising</b> No items discussed.	
5.	<b>Local Service Board Update</b> Margaret Mclaughlin gave the Board an update report. <ul style="list-style-type: none"> <li>• At the last meeting, held on 8<sup>th</sup> April, the agenda focussed on the performance and key achievements of the LSB to date. The LSB has driven forward key projects in an innovative way with cross sector representation. It was also highlighted that there had been a positive impact on local partnership working.</li> <li>• A presentation on Chronic Conditions Management (CCM) was given along with updates on the other LSB projects.</li> <li>• The Performance and Governance project has now been split into two projects. The Scrutiny element will be overseen by Kate Berry, City &amp; County Solicitor, who will also take responsibility for the Ask Cardiff project.</li> <li>• Good feedback was received from the LSB conference held on 20<sup>th</sup> March. Any feedback from the Alliance Board members would be welcomed.</li> <li>• Discussions were held around the economic downturn</li> </ul>	
b)	JD commented that the partnership summaries (included in today's papers) were very	

	useful, providing an overview of the work of the groups.	
6.	<p><b>Language and Communication</b></p> <p><b>Wales Interpreter and Translator Service (WITS)</b></p> <p>Martin James gave a presentation on the work within the Council on language and communication and the progress of the WITS Project and asked that the Board consider the recommendations set out in the paper.</p> <p><u>Questions and comments included:</u></p> <ul style="list-style-type: none"> <li>• Trevor Gough asked what the expected timescales are and how would the longer term sustainability of the service be addressed, if interpreters are not readily available in some languages? How can we link with Education to address and assist these issues? MJ replied that the business case will be presented to WAG this week and WAG expect to report a decision in 3-4 weeks. It is hoped that the pilot will begin in June for a period of 1 year. Two other local authorities have shown an interest in taking part in the project. The research has shown that there are more interpreters available than originally thought (around 30% more). Cardiff University Research Centre is looking at ways of incorporating groups from refugee countries in order to expand the range of languages available.</li> <li>• Neelam Bhardwaja commented that the Cambridge Project, CINTRA, worked well and is still going strong after many years. MJ agreed. CINTRA was visited as part of the research of the WITS Project. CINTRA provides a good business model which could be emulated by WITS.</li> <li>• Rita Austin was delighted to hear that there was support behind this project. RA raised concerns about the future and sought confirmation that local authorities would be prepared to pay commercial rates; and that registered interpreters would also be trained in cultural competencies. RA also asked why Gwent Police, rather than South Wales Police were the partner agency. MJ replied that Gwent had experienced interpreter issues whilst dealing with a murder investigation, which had prompted them to look at service improvement and they are also representing the Association of Chief Police Officers. Predicted proposed costs are less than currently being paid, as the work will be less sporadic, which will mean a reduction in charged costs per hour. The business case has the capability of matching demand at a reasonable price.</li> <li>• RA commented that good language software is being developed. MJ confirmed that the WITS project had looked at this software and its possible use.</li> <li>• JD asked how will quality and competencies be monitored and adhered to? MJ replied that WITS would introduce standards along with training and courses to bring registered interpreters to credible national standards.</li> <li>• Sue Toner was also pleased to hear of the recent progress and asked how will the project raise awareness amongst staff in order to access the service? MJ replied that the usual methods of communication will be used including flyers, leaflets and information sheets in a range of languages. Part of the work will be to promote the business for investment.</li> <li>• Siân Richards asked for clarification: would the service be available 24/7, available to Out of Hours service and available to prison health? MJ confirmed that the service would be available to all these services and the service would be 24/7.</li> <li>• MMc suggested that MJ contact the Social Enterprise Team at WAG. MJ confirmed that these links had already been made.</li> </ul> <p><b>The Health Alliance Board agreed the recommendations set out in the paper.</b></p> <p><u>Actions</u></p> <p><b>MJ was asked to give a short update to the Board.</b></p>	MJ

<p>7.</p>	<p><b>Joint Working Special Grant (JWSG)</b>  Martin James gave an update to the Board on the outturn of the 2008/09 JWSG and the new Terms and Conditions of the 2009/10 grant:</p> <ul style="list-style-type: none"> <li>• The announcement regarding the future of the grant was left until mid-March, by WAG, which caused concern regarding staff contracts.</li> <li>• The grant level has been left unchanged, which means that for a second year there has been no allowance for inflation increases.</li> <li>• A range of possible options have been given for the future of the grant, again stating that 2009/10 will be the final year of the grant, and setting out new Terms &amp; Conditions (yet to be confirmed in detail) which include: <ul style="list-style-type: none"> <li>○ All projects to be asked to provide detailed exit strategies</li> <li>○ Clearer and more detailed targets required (awaiting guidance)</li> <li>○ To show that the grant will help further strategic working</li> <li>○ Participation in a learning network</li> <li>○ At least one project working towards a Section 33 status (both WITS and Joint Equipment Store could qualify)</li> </ul> </li> </ul> <p>The Annual Report will be brought to the HA Board.</p> <p><u>Questions and comments included:</u>  If the grant goes into the Revenue Support Grant (RSG) will anything need to be done?  JD replied that the Carers Grant has been ring fenced; discussions should be made around the content of the JWSG exit strategies and any areas of concern should be reported to the HA Board.  MMc asked that page 1, paragraph 3 of the report should include the voluntary sector. MM suggested that the Wanless grant should also be considered. MJ confirmed that Jenny Theed had requested a meeting to be set up with Bruce Whitear. The outcome of this meeting will be shared at the next HA Board meeting.</p> <p><b><u>Actions</u></b>  <b>Exit strategies of projects to be reported to the HA Board along with the Annual Report.</b>  <b>Outcome of the Wanless meeting to be brought back to the HA Board</b></p>	<p>MJ</p> <p>MJ</p> <p>BW</p> <p>MJ</p> <p>MJ/BW</p>
<p>8.</p>	<p><b>Healthy Cities update</b>  Stephen Monaghan gave the Board an update on the progress of the Healthy Cities application.</p> <ul style="list-style-type: none"> <li>• The Phase V application form was published on 23<sup>rd</sup> February it is hoped to submit the Cardiff application in May</li> <li>• Agreement has been made that Neelam Bhardwaja will be the lead officer within the council supported by the Health Partnership Team. Dr Stephen Monaghan will have lead responsibility for the NHS supported by the Local Public Health Team.</li> <li>• Joint co-ordinators will be Christine Jenkins and Susan Toner</li> <li>• Obesity has been selected as an exemplar and unifier to form the framework of the application</li> <li>• The strategic partnership will be the Health Alliance.  The Vision Forum has nominated Healthy Cities and obesity as key projects. NLIAH are interested in becoming a strategic partner.  WLGA have also offered support, as it is hoped to set up an All Wales Healthy Cities Network.</li> <li>• A steering group has been established</li> <li>• A Healthy Urban Planning Action Plan has been developed following the December workshop.</li> </ul> <p><u>Question and comments included:</u></p> <ul style="list-style-type: none"> <li>• MMc asked that voluntary sector engagement be included in the development of the Healthy Cities project. It is now timely to include the voluntary sector as VAC is running a Community Development Network, which will focus on the</li> </ul>	

	<p>environment. SM agreed that this sector should be included and proposed a meeting to discuss further. ST commented that much of the Healthy Cities work will be existing work, being undertaken rather than new work.</p> <ul style="list-style-type: none"> <li>• RA suggested that a presentation should be given to the Voluntary Sector Compact when the application is complete.</li> <li>• Paul Warren asked that 'better outcomes for all' should include equalities issues in the key themes.</li> </ul> <p>JD replied that the themes were set by the WHO and that he had proposed that the Zagreb declaration be strengthened to include equalities issues before signing the declaration. The overarching theme of the application will be to address health and health inequalities in all policies.</p> <p><b>The Health Alliance Board agreed the approach and noted the progress of the Healthy Cities application.</b></p>	<p><b>CJ</b></p>
<p><b>9.</b></p>	<p><b>Health Social Care and Well Being Strategy</b> Christine Jenkins reported that we are at the end of the first year of implementation of the current HSC&amp;WB Strategy. An Annual Report will be prepared as part of the monitoring process, although WAG may not require a report this year. The Advisory Planning Groups (APGs) and Well Being Task Groups have all been asked to complete their 12 month monitoring reports, but not all were returned by the end of March deadline– it is hoped that these will be submitted soon and will be reported to the Strategic Commissioning Group (SCG) in May. JD asked that in future any APG/Task Group that does not submit their monitoring reports on time, be asked to attend the next HA Board meeting to explain why they were unable to provide the reports for submission. SR stated that it is important to keep the monitoring process a priority and welcomed the production of an Annual Report and JD comments. SR would like to provide the Local Health Board with the report when complete. The APGs see the performance management as a positive step and the report helps towards the Healthcare Standards submission. A report on the implementation progress of the HSC&amp;WB Strategy was presented to the Council Scrutiny in March, and was well received. It was suggested that the Scrutiny report should be shared with a wider audience of health partners. It was agreed that a letter, along with the written presentation should be sent Jan Williams and David Francis, from the Health Alliance, for information.</p> <p><b>Actions</b> <b>To send a copy of the Scrutiny report to JW &amp; DF</b></p>	<p><b>CJ</b></p>
<p><b>10.</b></p>	<p><b>Carers Strategy/Advisory Planning Group Presentation</b> Sue Hutton gave a presentation to the Board on the Carers Strategy which will be considered by Scrutiny this month. SH emphasised that without NHS input this Strategy will not work.</p> <ul style="list-style-type: none"> <li>• Nici Evans commented that it is hoped that this could be influenced with the current re-structuring of the health service.</li> <li>• Geoff Osbourne mentioned that there had been a good uptake by GPs, who have signed up to the GP Liaison Carers' project and nominated carers' champions. To date, 48 out of 53 surgeries have signed up, and the LHB and CHC are working on the remaining 5 surgeries.</li> <li>• It was agreed that it would be useful to link with the CCM project</li> <li>• It was agreed that the HA should assist in raising the profile of the valuable resource of carers; SH has been working with the HPT on this. Discussion followed on the best way to achieve this.</li> </ul> <p>The Health Alliance Board agreed that JD &amp; NB should discuss the important role of carers and how it should form part of the new LHB's agenda at the Transition Board meeting. JD is due to meet with David Francis and this issue could be discussed.</p> <p><b>Actions</b></p>	<p><b>SH</b></p>

	<p><b>SH to make links with CCM project</b>  <b>JD &amp; NB to discuss the importance of links with carers within the re-structured NHS</b></p> <p>SR updated the Board on the LHB transition arrangements: Sue Kent, is the interim Chair of Cardiff LHB and has agreed that it would be sensible for David Francis (Chair of the Trust and designate Chair of the LHB) to take up the role of Vice Chair of the Health Alliance. Unfortunately due to a diary clash David Francis was unable to attend today but is committed to the role of partnership working.</p>	JD/NB
11.	<p><b>Feedback form the Strategic Commissioning Group (SCG) meetings</b>  CJ reported that the review of the SCG is ongoing, with the proposals being taken back to the APGs for further discussion. The next SCG is due to be held on 15<sup>th</sup> May where the proposals will be discussed and agreement reached.  The structure of the Well Being Task Groups has also been considered. It has been agreed to set up a Health and Well Being Partnership Group, to mirror the work of the SCG, oversee the reporting processes on the HSC&amp;WB Strategy, and play an active part in the Healthy Cities agenda. Feedback from the group will be a standing item on the Alliance agenda.</p>	CJ
12.	<p><b>Community Development Code of Practice(CDCofP)</b>  MMC reported that the CDCofP had used a similar approach to consultation as used for the HSC&amp;WB Strategy. The Code had been developed by partners and approved by the Compact. It had been adopted by the LHB and Council Executives. The Code brings together the values and practices of community development, which are relevant to all.  <b>The Board requested that the Compact Mediation and Disputes Resolution Process should be agenda for the June meeting.</b></p>	MMc/BB
13.	<p><b>Local Development Plan Consultation</b>  The 6 week consultation is due to start next week and it is important that all organisations take time to review the LDP, as it is relevant to all organisations. The Healthy Cities Urban Planning Group has assessed the LDP, as part of the development process, and ensured health and well being is considered through the document.  The Board were urged to consider the LDP and pass it through to organisations.  <b>Action</b>  <b>Board members to consider and respond to the LDP consultation</b></p>	ALL
14.	<p><b>Information Exchange</b>  An LSB paper on the Economic Downturn has been included as an extra paper today. Board members were asked to note the content of the paper, and to provide feedback to CJ, to inform a response from the Health Alliance.  It was suggested that a condensed version of the Lunch &amp; Learn 'Recession and Health' presentation, which SM gave to the LHB, be brought to the HA  <b>Actions</b>  <b>SM to share information with the Health Alliance</b>  <b>Comments to CJ to be fed back to the LSB by May 31<sup>st</sup>.</b></p> <ul style="list-style-type: none"> <li>• NE reported that the Falls Pathways Manger was now in post.</li> <li>• MMC reported that the Annual Compact meeting will be held on 6<sup>th</sup> July and will focus on volunteering and the Volunteer Network will be launched. Board members were asked to note the date.</li> </ul>	SM ALL  ALL
15.	<p><b>Date of Next Meeting</b>  <b>Wednesday 24<sup>th</sup> June 2009 @ 2.00pm Committee Room 2 County Hall</b></p> <p><b>Board members were asked to note that the Board meeting arranged for October 22nd will now be held on November 3<sup>rd</sup> @ 2.00 pm Committee Room 3, County Hall.</b></p>	