

Western Bay Regional Partnership Board  
c/o Western Bay Programme Office  
Civic Centre  
Swansea  
SA1 3SN



[www.westernbay.org](http://www.westernbay.org)  
[western.bay@swansea.gov.uk](mailto:western.bay@swansea.gov.uk)

Date: 08 November 2018

Cllr Peter Black  
Convener Adult Services Scrutiny Panel  
Swansea Council  
Swansea  
Sa1 3SN

Dear Peter,

Thank you for your letter dated 09<sup>th</sup> October 2018, outlining the questions posed during the public session of the scrutiny panel meeting and some additional information requests from member on the scrutiny panel.

Please find the information below in response, from which the answers to the public questions have been reviewed and agreed by the Chair of the Regional Partnership Board, Cllr Rob Jones, Leader of Neath Port Talbot County Borough Council.

**1. Provide a written response to members of the public who asked questions in Public Question Time and copy in Panel Members**

**A - Why are the Western Bay Board Agendas/ meetings not published on the Swansea Council's Website?**

Minutes and agendas are currently published on Western Bay's own website. It was felt that this made best sense and would negate the need to upload documents four separate times on four separate systems.

A link to the papers does now appear on the Western Bay page of Swansea Council's website.

Some other regional collaboratives do not have their own website and information/Board papers feature on the site of the lead organisation.

**B. - The Western Bay Quarterly Newsletters are not printed and distributed, nor published on Swansea Council Website, Twitter/ Facebook etc. to inform the public why?**

It was agreed at the time of the production of the first newsletter that copies would only be available electronically to keep production costs down and to save on paper. Hard copies are available on request, and a small supply is made available for meetings/community events as and when required.

Electronic copies of the newsletters (English and Welsh) and other relevant news bulletins are forwarded to communications colleagues in all constituent partner organisations. They are also circulated to citizens via the database held by Neath Port Talbot CVS.

There is no prescribed agreement between the Western Bay Communications Officer and partner organisations regarding how newsletters should be publicised. In Swansea, copies are made available on the Council's intranet site, however the public-facing site has now also been updated and a link to the

current newsletter can be found at [www.swansea.gov.uk/westernbay](http://www.swansea.gov.uk/westernbay). This will be updated as and when new editions are published.

Re: social media - we would agree that social media platforms of constituent partners are a valuable resource and have been utilised to promote specific Western Bay communications and marketing campaigns (e.g. 'Join Our Caring Community' care worker recruitment campaign, and awareness raising of the Social Services and Wellbeing (Wales) Act 2014), but a more co-ordinated approach to promoting the general undertakings of the Programme can be explored as part of the revised Communications Plan (currently under development).

**C. Similarly, the Western Bay Citizen Panel public meetings are not advertised by Swansea Council to provide a suitable venue for wider public participation.-- Why?**

The Panel's key purpose is to enable the elected service user and carer representatives to gather the views of the wider Panel before attending Regional Partnership Board meetings.

The three Councils for Voluntary Service across the region have been awarded funding to manage the Panel membership (via their respective databases) and arrange/promote meetings.

Meeting size has been a concern for some time as the 'fluid membership' of the group can be difficult to manage. There have unfortunately been instances where individuals have turned up without registering in advance or advising of specific access requirements.

Furthermore, the Western Bay Health and Social Care Programme is delivering on specific priorities and is not responsible for all aspects of health and social care. This has been a difficult message to manage as Panel membership is inconsistent and meetings tend to go over the same ground or veer into territory outside of the Programme's remit.

Arrangements for the future of the Citizens' Panel form part of the overarching Western Bay review that is currently in progress. Citizen representatives who are members of the Regional Partnership Board will be contributing to the review.

**D.- Contrary to the open, transparent accountability of Swansea Council, repeated Requests made to Western Bay Board to permit Public attendance at Board meetings have all been denied. With the previous Programme Manager and the Western Bay Chairman, Cllr Rob Stewart, recorded as seeking legal advice upon the issue of allowing public attendance. A recent Freedom of Information request made to Swansea Council to request the Content of the legal advice obtained by Cllr Rob Stewart regarding public Access to Western Bay Board meetings being refused a response!**

**Please could you advise why it was considered necessary to subsequently request the opinion of an external consultancy body as to the issue of allowing public attendance at Western Bay Board Meetings. And do the Swansea Councillors attending the Western Bay Board Meetings agree and support the external Consultant advice obtained that "public admittance at Western Bay Board Meetings is not considered necessary"?**

**Please could you suggest what content/elements of Western Bay Board meetings should suggest the total exclusion of the Public from attending?**

Legal advice was sought from the point of view of compliance with regulations relating primarily to meeting accessibility. The practicalities had to be considered in detail, and there are numerous additional requirements that would place additional pressures on the Western Bay Programme Office and the Democratic Services departments of the constituent Councils. These include identifying fully accessible venues of an adequate size, provision of materials in both English and Welsh, as well as Easy Read and screen reader friendly versions of meeting papers. British Sign Language interpretation and Welsh Language simultaneous translation would also need to be made available at every meeting.



A copy of the report outlining the legal considerations can be found here:

Re: the commissioning of external consultants, the Institute of Public Care are undertaking a review which incorporates all facets of the programme, including the Regional Partnership Board membership, governance and meeting arrangements. The question of how the Board and its functions can be made more visible to the public forms part of this overall analysis. Enquiries have also been made with other regions in Wales and, to our knowledge, none are currently holding Board meetings in public. It therefore made sense to seek the advice of the specialist agency who were already undertaking the wider review.

**E. Does the Swansea Adult Services Scrutiny Panel agree with, and consider as reasonable, the early recorded Western Bay Board minutes entry that “It is not considered appropriate for any elected Welsh Assembly Member to attend and engage with the Western Bay Citizen Panel meetings?”**

The relevant segment of the minutes of the first meeting of the Regional Partnership Board notes states:

‘The Regional Partnership Board was asked to consider whether it was appropriate for Assembly Members to be invited to the Regional Citizen Panel (1.2 in report). It was agreed that, at this stage, it was not felt appropriate for Assembly Members to attend; Assembly Members could discuss any matters with Cabinet Members.’

In 2016, the Panel was very much in its infancy (hence the ‘at this stage’ reference within the notes).

Board members felt that any issues raised at the Panel could be raised with the relevant Cabinet Members in the first instance. Cabinet Members could liaise with Assembly Members should any issues need to be escalated.

**2. In relation to Western Bay Programme, please provide a complete breakdown of how much has been spent and how it was split between the Authorities and the Health Board**

**2017/2018**

Revenue:		Capital:	
Per Organisation	Total Cost	Per Organisation	Total Cost
ABMU	£3,023,602.00	ABMU	£0.00
Bridgend	£819,950.00	Bridgend	£219,903.00
Neath	£944,364.10	Neath	£350,000.00
Swansea	£1,538,821.00	Swansea	£518,089.00
Third Sector	£419,916.56	Third Sector	£630,818.54
Whole Region	£1,498,007.58	Whole Region	£50,509.80
<b>Grand Total</b>	<b>£8,244,661.24</b>	<b>Grand Total</b>	<b>£1,769,320.34</b>

## 2018/2019 - Revenue

ICF Revenue Schemes 18/19:		Dementia Funding	
Per Organisation	ICF Funding 18/19	Per Locality	
Regional	£1,346,786.13	Regional	£206,828.00
BCBC	£882,561.17	BCBC	£290,067.00
Swansea	£1,591,812.90	Swansea	£538,322.42
NPT	£1,041,060.49	NPT	£609,412.00
ABMU	£2,899,640.76		
Third Sector	£567,773.00		
<b>TOTAL Revenue</b>	<b>£8,329,634.45</b>	<b>TOTAL</b>	<b>£1,644,629.42</b>

## 2018/2019 – Capital - *Please note: capital funding has not yet been approved, so these figures may change*

Discretionary ICF Capital		Strategic Main Capital Programme	
Per Org:	Estimated Costs	Per Org:	Estimated Costs
BCBC	£158,103.00	Bridgend	£929,243.00
CCOS	£132,667.00	Neath Port Talbot	£1,145,000.00
NPT	£27,000.00	Swansea	£1,074,947.00
Third Sector	£883,924.00	Western Bay	£853,027.00
ABMU	£46,672.00		
<b>Grand Total</b>	<b>£1,248,366.00</b>	<b>Grand Total</b>	<b>£4,002,217.00</b>

### 3. And also provide a complete breakdown of the cost to both Swansea Council and the Health Board of the changes to ABMU and the loss of Bridgend to Cwm Taf

Western Bay does not yet know the amount of funding allocated to the “New Western Bay” for the next financial year with regard to Intermediate Care Funding (ICF) both revenue or capital, Carers Partnership Funding or Social Care Facilitation Grant. We therefore are currently unable to provide actual figures as to the cost to the Western Bay Programme. Staff within the Western Bay Office and the Directors of Social Services are liaising with Welsh Government to obtain the financial information so that plans can be made and impact of budgets assessed.

If a more detailed explanation of the wider financial implications to the region are required, then this request would need to go to the Health Board or Bridgend County Borough Council.

### 4. Clarify the earliest possible date an “Update on Western Bay Arrangements following the Review’ can come to the Adult Services Panel

This work is likely to be ongoing over the next 6 months so I recommend that the earliest date for an update on the arrangements be provided in the 1<sup>st</sup> Quarter of the next financial year.

**5. Please provide the work plans which are due to be completed in December to the Panel**

We are unclear as to what work plan this question refers to, however it is important to note that everything will be incorporated into the Western Bay review.

If you have any queries with regard to the information supplied please contact Kelly Gillings, Interim Programme Lead for Western Bay [Kelly.Gillings@swansea.gov.uk](mailto:Kelly.Gillings@swansea.gov.uk)

Yours sincerely,

**Kelly Gillings**  
**Interim Programme Lead for Western Bay**