



Vale of Glamorgan Local Service Board – Business Intelligence Group

21st January 2016.

Committee Room 1, Civic Offices, Barry.

Present:

Helen Moses – VoGC, Performance and Development (Chair)
 Fran Howorth – VoGC, Performance and Development
 Richard Evans - VoGC, Strategy, Community Learning and Resources
 Russ Watts - VoGC, Planning and Transportation
 Martha Clarke - VoGC, Media and Engagement

Dee Hickey - Public Health Wales/ Cardiff and Vale UHB
 Laura Eddins – VoGC, Social Services
 Gethin Robinson – Safer Vale
 Phil Southard – VoGC, Adult Community Learning
 Emma Davies – Natural Resources Wales
 Hannah Dineen - Creative Rural Communities (Agenda Item 5)

Apologies:

Huw Isaac – VoGC, Performance and Development
 Hannah Davies - VoGC, Media and Engagement
 Nisha Shukla – VoGC, Strategy, Community Learning and Resources
 Denise Dyer – Children and Young People’s Partnership
 Colin Davies – Communities First

	Action
1. <u>Apologies and Introductions</u>	
<p>2. <u>Minutes of Previous Meeting – 1st October 2015</u></p> <p>The minutes were agreed as an accurate record.</p> <p>It was advised that the Stats and Facts newsletter to provide the Local Service Board and colleagues across the LSB sub groups with a regular update on InfoBase Vale and other pieces of work in relation to data and evidence has now been developed. The group are included on the circulation list for this newsletter.</p> <p>HM advised that no decision has been yet as to whether InfoBase Vale will continue to be funded by the Vale Council for 2016/17.</p>	
3. <u>Welsh Government Support for Public Service Boards 2016/17</u>	
HM advised that a letter had been received from Welsh Government outlining the	



support available to the newly formed Public Services Board from 2016/17. The current Local Service Board had been supported by a Local Service Board Development Grant which has been used to fund the LSB Support Officer post. This grant will no longer be provided and the letter outlines that from 2016/17 Welsh Government support will be given in the following ways:

- Developing a common data set at a national level which all PSBs will be able to draw on, led by the Local Government Data Unit Wales;
- Facilitating the sharing of good practice, through regular networking meetings;
- Further national provided capability building activity, which will be commissioned nationally and available for PSBs to draw on;
- Ensuring appropriate analytical expertise is in place locally to undertake the assessments by making funding available regionally, specifically to support analytical capacity.

HM advised that she has contacted Welsh Government for more information on the above, particularly in relation to the funding for analytical capacity i.e. the criteria and how much this may be. This information should be available in a few weeks' time.

It was highlighted that the draft statutory guidance for the Well-being of Future Generations Act specifies that the local authority must provide admin support and produce the annual report for the PSB, however in relation to undertaking the well-being assessment responsibility sits with the local authority and the other statutory PSB members (Health, Fire Service and NRW), the group will therefore be kept updated on any communications received regarding the resources to support the work required.

4. Well-being Assessment

HM presented a copy of the feedback report from the Well-being Assessment workshop session held in November 2015. The group were thanked for their input at the session.

The report provides an overview of the comments made in relation to a number of the topics discussed such as the lessons learnt from the previous assessment, the communities that could be used, engagement, presentation of the assessment and how findings of the other assessments listed in the guidance can be incorporated. The report also contained a series of actions to be undertaken following the session.

A second report was presented to update on the progress made since the workshop session. The feedback report was presented to the Local Service Board in December and was well received. The LSB agreed that the final proposal on how the assessment is undertaken should be presented to the board at their February meeting. There was support from the LSB to undertake aspects relating to health and social care on a regional basis and support for basing the assessment on three community areas – Barry, Eastern Vale and Western Vale; which the majority of those in attendance at the workshop had supported.

FH provided an update on a number of actions that have been undertaken by the Council's Strategy and Partnership team following the suggestions made at the workshop. A number of pieces of work have taken place to help plan how to



<p>undertake the assessment including:</p> <ul style="list-style-type: none"> • Meetings have been held with a number of partners such as Cardiff and Vale UHB and Natural Resources Wales. Further meetings are scheduled, or will be scheduled, with the Fire Service, Safer Vale and the Children and Young People's Partnership. • Work is taking place to research the list of other assessments that must be taken into account; the information gathered so far was attached as an appendix to the report. • A matrix is being developed to map a range of indicators such as what is included in the current assessment, the draft Public Health outcomes framework indicators and the national well-being indicators against a range of headings including the level the data is available at, whether it can be broken down by characteristics and how it meets the 7 well-being goals. It is hoped that this exercise, although not an exhaustive list, will help identify which indicators can be included or excluded and how we may go about structuring the assessment. • A draft timetable has been developed to identify key tasks between now and the publication of the assessment in April 2017. This was also attached as an appendix to the report and broadly outlines how the Business Intelligence Group will be tasked with inputting into the process. FH outlined that the timetable does not provide detail at the moment as there are a number of unknowns; however the timetable works towards having a draft available by November 2016. <p>There was a discussion around engagement and how we will need to incorporate consultation and engagement work that has already taken place into the assessment but also engage with both professionals and the public to help inform the analysis and findings of the work. The group were asked to let FH know of any overarching consultations undertaken by their organisation (for example the Council Public Opinion Survey) which may be a useful starting point. FH also highlighted that the team are keen to use existing engagement mechanisms and would be grateful for details of any tools which are already in place and could be tapped into. LE advised that through a previous social services consultation, a group of children and young people has been established who are happy to be consulted with.</p> <p>There was also a discussion regarding the membership of the Business Intelligence Group. The group were asked to feed back to FH on any gaps in membership they can identify or whether there are other colleagues who should be included on the group in light of the Well-being Assessment. It was highlighted that discussions with the Fire Service are taking place to ensure appropriate representation on the group and that it would be useful for a Police representative to attend. GR will contact the police on this. Natural Resources Wales have now joined the group.</p>	<p>ALL</p> <p>ALL</p> <p>GR</p>
---	---------------------------------



<p>5. <u>Asset Mapping Project Update</u></p> <p>HD introduced herself and explained that she has recently joined the Creative Rural Communities (CRC) Team. HD has been tasked with undertaking the asset mapping exercise for St. Athan that Rebecca Haves had outlined to the group at the previous meeting.</p> <p>HD reminded the group that the Local Service Board had requested a pilot asset mapping exercise to take place and St. Athan had been identified as a potential area for the work based on evidence such as the LGDU tackling poverty analysis and the perceived gap in knowledge about the area. Similarly the CRC team had been involved in work linked to the Council's Reshaping Services Strategy particularly around the transfer of libraries and the CRC Local Action Group were keen to explore what other opportunities/ gaps may exist. It was therefore agreed that an asset mapping project take place in St. Athan with the aim of producing a toolkit which could then allow other partners to replicate the methodology for other areas.</p> <p>The aim of the project is to explore the assets that exist within the community, including 'softer' assets such as social networks, services offered, any gaps, or any gaps that there could be in future. It is hoped the work will benefit all partners by looking at not only current but how any future changes to services might affect that community and how alternative provision could be piloted.</p> <p>HD advised of the various methods that would be used to undertake the project such as desk based research, paper mapping, social media, surveying and walking around the area talking with residents. The project will involve looking at both positive and negative aspects and the aim will be to present the findings to the Local Action Group (LAG) in December in addition to producing the toolkit to allow others to replicate. Another output of the project will be for the LAG to produce an action plan in relation to delivering non-statutory services in a more innovative way.</p> <p>It was highlighted that there are clear links between this work and the well-being assessment, particularly as there will be a high level of engagement needed for both projects. HD and FH will therefore be meeting on a regular basis to ensure the projects feed into one another and opportunities to engage people at the same time are used and no duplication takes place.</p> <p>DH advised that a health assets mapping tool available at MSOA level has recently been produced by the Public Health Wales Observatory which can assist with the project. FH will circulate a link to the tool.</p>	<p>FH</p>
<p>6. <u>Public Health Outcomes Framework Consultation</u></p> <p>DH gave a presentation on the draft Public Health Outcomes Framework which is currently out for consultation.</p> <p>The framework has been developed by Welsh Government working with Public Health Wales and has also been informed by a series of 'listening events' held in the Autumn. DH highlighted that the framework aims to provide more detail to support the national indicators produced under the Well-being of Future</p>	



<p>Generations Act and that the data will always be kept as up to date as possible.</p> <p>The framework reflects a number of factors which are reflected in the set of indicators that make up the framework – wider (social) determinants of health and well-being, inequalities, life-course and individual responsibility.</p> <p>The framework contains 41 indicators under three overarching outcomes – living conditions that support and contribute to health now and for the future; ways of living that improve health; and health throughout the life course.</p> <p>DH advised that the framework will be presented to the Minister for approval in March and will be published before the elections in May.</p> <p>There was a discussion on when the framework will be available in order to incorporate these indicators into the Well-being Assessment, DH advised that the framework will likely be fully built and interactive by the Autumn, however all of the datasets will be available from the Public Health Observatory ahead of this. DH also advised that the Observatory is currently producing a demography profile and an inequalities profile which will be available at sub-local authority level. These profiles will be available in February and March respectively.</p>	
<p>7. <u>Any Other Business</u></p> <p>It was advised that the Local Government Data Unit’s National Intelligence Event will be held on the 3rd March 2016 at Cardiff City Stadium and will focus on Well-being Assessments. Registration for the event can be accessed here for those who wish to attend. It was advised that HM and FH will be attending and can feedback to the group.</p> <p>ED advised that under the Environment (Wales) Bill, which will be enacted April 2016, Natural Resources Wales are required to produce environment area statements “at a reasonable level” by 2019. Currently, NRW do not have direction on what may be considered a reasonable level but will keep the group updated on this.</p> <p>Date of Next Meeting – 10th March 2015, 10am – 11:30am, Committee Room 1, Civic Offices, Barry.</p>	