



**VALE OF GLAMORGAN LOCAL SERVICE BOARD
MEETING**

4 JULY 2011
BARRY FIRE STATION

Present:

Cllr Gordon Kemp – Leader VoGC
Huw Isaac – VoGC
John Harrison – Environment
Agency Wales
Clive Curtiss – VCVS
TI Hall – Barry College
Jay Dave – South Wales Police
Andrew Carruthers – Cardiff and
Vale UHB

Anne Wei – Cardiff and Vale UHB
Ed Bampton – Welsh Government
Steve Codd – Welsh Government
(as observer)
Shelley Best – VoGC

Apologies:

John Maitland Evans – VoGC
Rachel Connor – VCVS
Paul Hollard – Cardiff and Vale UHB
Catherine Roberts – ABM UHB
Sharon Hopkins – Cardiff and Vale UHB
Paul James – South Wales Police
Kay Martin – Barry College
Helen Moses – VoGC

	Action
<p>1. <u>Minutes of Joint Local Service Board and Implementation Group Meeting of 19 May 2011</u></p> <p>Agreed as an accurate record.</p>	
<p>2. <u>Matters Arising</u></p> <p>None.</p>	
<p>3. <u>Equalities Plan Joint Consultation Exercise</u></p> <p>A report drew attention to the requirements of the Equality Act 2010, which introduced a new public sector equality duty entailing the production of a single Equalities Plan by all bodies by April 2012.</p>	

<p>It was agreed that although a single LSB equality plan would not be feasible, a joint consultation exercise by the LSB would be useful and cost effective and cut down the duplication of conducting it individually. Each organisation would draw up its own plan based on the joint consultation. It was noted that there are some differences in the various audience groups partners would wish to consult with, and that this needs to be considered when undertaking the shared exercise.</p> <p>It was agreed all LSB members would notify Shelley Best of the names and details of their Equalities Officers. Nicola Hinton, Corporate Equalities Officer, and Rob Jones, Consultation Officer, both of the Vale Council, will contact these officers to progress the initiative and report back.</p>	<p>All</p>
<p>4. <u>Partnership Agreement</u></p> <p>Huw Isaac explained that although the terms of reference of the Vale LSB and its constituent groups had been agreed at their inception, a statement of the principles and working arrangements governing the LSB had not been drawn up. The Partnership Agreement was meant to fill this gap. In drafting it, reference had been made to similar documents agreed by other LSBs.</p> <p>TI Hall requested that Barry College be amended to Cardiff and the Vale College.</p> <p>Andrew Carruthers queried if there could be a mention of the new HSCWb partnership arrangements and also requested that the wording around priorities and outcomes be amended under the 'Roles and Responsibilities' section so it read more clearly.</p> <p>It was also requested by the group that Area Working be included in the Terms of Reference section.</p> <p>The document was agreed subject to the above amendments. It would come back to the LSB to be formally signed off.</p>	<p>HI</p>
<p>5. <u>Review of Partnership Sub Groups</u></p> <p>A list of the working groups currently operating in the Vale, categorised under LSB and Key Partnerships, was considered. It was noted that the Corporate Partnership Team has already started to investigate the possibilities for rationalising these groups but that there is still further work to do.</p>	

<p>The meeting agreed that the number of groups was excessive and rationalisation activity needs to be accelerated. Reducing the groups by 50% was set as a target.</p> <p>Anne Wei confirmed she is due to meet with Mike Jones from the Corporate Partnership Team to discuss with regard to the HSCWb Partnership. Andrew Carruthers requested that opportunities for joint working with Cardiff were investigated wherever possible.</p> <p>It was also agreed as a matter of principle that the creation of new groups should be limited.</p> <p>An update will come to the next meeting.</p>	<p>HI</p>
<p>6. <u>Area Working</u></p> <p>Huw Isaac reported back on a meeting held on 30 June to progress Area Working in the Vale on the basis of the report agreed by the LSB. Good progress had been made on agreeing Terms of Reference and identifying representatives from partner organisations for each area.</p> <p>A report will go to the Implementation Group meeting on 21 July for agreement and to the LSB on 18 August for endorsement.</p>	<p>HI</p>
<p>7. <u>LSB Customer Contact Group</u></p> <p>The minutes of the LSB Customer Contact Group meeting held on 8 June had been circulated to the group for information.</p> <p>The group is currently looking at how Looking Local (DigiTV) can be used more effectively in the Vale and how partners can best collaborate.</p> <p>The Council's customer contact centre, C1V, has recently begun to take out of hours GP calls for the Vale and will be extending this provision to Cardiff by October 2011. There is scope in the longer term for the group to explore the possibility of joint projects between the Council and UHB involving C1V.</p> <p>Shared training opportunities were discussed. It was agreed a list of training provided by LSB organisations that would be suitable for partners would be circulated – all to send as appropriate to Shelley Best. E-learning possibilities were also mentioned.</p>	<p>All</p>

<p>8. <u>Performance Management</u></p> <p>The handover phase of the project is going well and Shelley Best has met with the nominated performance coordinators from the Safer Vale, Children and Young People and Regeneration Partnerships in recent weeks to ensure they are aware of their performance management duties and to establish reporting timescales. All performance frameworks now reflect the format of the Community Strategy. Work on the Learning and Skills Partnership will be completed shortly and the HSCWb performance framework will be revisited once the revised partnership arrangements have been finalised.</p> <p>Ffynnon now has the capacity to record data on an area basis and this could be investigated further in the future once the area working project is more advanced.</p>	<p>SB</p>
<p>9. <u>AOB</u></p> <p>None.</p>	
<p>10. <u>Date of next meeting</u></p> <p>Thursday 18 August @ 10am to 12noon, Committee Room 1, Civic Offices</p>	