



Vale of Glamorgan Public Services Board

19th May 2016

Minutes

In attendance:		
Name	Title	Organisation
Clr Neil Moore (NM)	Leader	Vale of Glamorgan Council
Rob Thomas (RT)	Managing Director	Vale of Glamorgan Council
Rachel Connor (RC)	Executive Director	Glamorgan Voluntary Services
Peter Greenhill (PG)	Head of Local Delivery Unit	National Probation Service Wales
Mark Brace (MB)	Assistant Commissioner	South Wales Police and Crime Commissioner
Vaughan Jenkins (VJ)	Group Manager	South Wales Fire & Rescue Service
Gareth O'Shea (GOS)	Director of Operations (South)	Natural Resources Wales
Bob Tooby (BT)	Head of Operations (Cardiff and Vale)	Welsh Ambulance Trust
Emil Evans (EE)	Vice Principal	Cardiff and Vale College
Sharon Hopkins (SH)	Executive Director of Public Health	Cardiff and Vale University Health Board
Judith Cole (JC)	Deputy Director Reforming Local Government Programme: Finance	Welsh Government
Martin Jones (MJ)	Superintendent	South Wales Police
Marcus Goldsworthy (MG)	Head of Regeneration and Planning	Vale of Glamorgan Council
Huw Isaac (HI)	Head of Performance and Development	Vale of Glamorgan Council
Helen Moses (HM)	Strategy and Partnership Manager	Vale of Glamorgan Council
Anne Wei (AW)	Strategic Partnership and Planning Manager	Cardiff and Vale University Health Board
Lloyd Fisher (LF)	Graduate Intern	Vale of Glamorgan Council
Apologies:		
David Bebb (DB)	Head of Cardiff and the Vale of Glamorgan	Wales Community Rehabilitation Company
Phil Evans (PE)	Director of Social Services	Vale of Glamorgan Council

	Actions
<p>1. Welcome and Introductions</p> <p>NM welcomed everyone to the meeting and everyone introduced themselves.</p>	
<p>2. Apologies</p> <p>HM advised that apologies had been received from Dave Bebb and Phil Evans.</p>	
<p>3. Establishing the Public Services Board</p> <p>NM advised that as this was the first meeting of the Public Services Board (PSB) that there were a number of points of business that needed to be agreed. NM reminded the meeting that the PSB had been established under the Well-being of Future Generations Act and the board would need to work in accordance with the legislation and statutory guidance.</p> <p>HI took the board through the report on establishing the PSB to ensure each recommendation was considered.</p> <p>Membership of the PSB</p> <p>NM as Chair for the meeting extended an invitation to partners to participate in the PSB and to confirm representation. Everyone accepted the invitation and confirmed their willingness to participate in the PSB.</p> <p>HM was asked to send an email to all present confirming their participation in the PSB.</p> <p>The PSB also considered if anyone else needed to be invited to join the PSB. It was agreed that the Council's Community Liaison Committee be asked to nominate a representative for Town and Community Councils.</p> <p>It was also agreed that membership of the PSB may need to be reviewed when objectives and priorities are set in 2017/18.</p> <p>Appointment of a Chair and Vice Chair</p> <p>NM put himself forward to be the Chair of the PSB and this was unanimously agreed.</p> <p>It was also agreed that there should be two vice chairs and Mark Brace and Bob Tooby put themselves forward for the position and this was agreed.</p> <p>Adoption of the LSB plans and sub-groups</p> <p>At the last LSB meeting in March the LSB recommended that the Community Strategy Delivery Plan and sub-group arrangements be maintained and adopted by the PSB. The PSB agreed to adopt and maintain the existing plans and sub-group structures of the LSB and review existing partnership arrangements as part of the development of the Well-being Plan.</p> <p>Resources</p> <p>The report set out some of the likely costs which the PSB would incur and proposed contribution of the Council. Partners were invited to provide details of</p>	<p>HM</p> <p>HI</p> <p>HI</p>

<p>the resources that they would be able to bring to the PSB. It was emphasised that the functions of the PSB are a shared responsibility for all statutory members.</p> <p>All partners expressed a willingness to work within the PSB and contribute to the well-being assessment, assist with engagement activities etc. The UHB confirmed that it had identified some specific funding but this was with the expectation that there would be some parity in the contributions from partners.</p> <p>It was agreed that matters of resourcing would be brought to the PSB as and when to enable partners to consider what contribution they could make. This could include engagement activities, events, translation and publication costs.</p> <p>MJ advised that at the Bridgend PSB a form had been circulated asking all partners to detail what they could contribute and what in kind resources may be available. MJ to send a copy to HM.</p> <p>Terms of Reference</p> <p>Draft terms of reference had been previously circulated to partners with a request for comments. The terms of reference had been subsequently amended. The PSB agreed the terms of reference subject to removing Public Health Wales as a listed member as Sharon Hopkins would represent the UHB and Public Health Wales.</p>	<p>HI</p> <p>MJ</p> <p>HM</p>
<p>4. Public Services Board Name and Logo</p> <p>Partners considered a range of options and agreed on a logo which worked well in colour and black and white and included the wording 'Our Vale' and Vale of Glamorgan Public Services Board.</p> <p>HM to finalise and circulate the logo.</p>	<p>HM</p>
<p>5. Minutes of the Local Service Board Meeting 23rd March 2016</p> <p>The minutes of the last LSB meeting on the 23rd March were noted.</p>	
<p>6. Community Strategy 2014=18 Delivery Plan Progress Report</p> <p>HI introduced the progress report which provided a six month update on work to deliver the Community Strategy Delivery Plan which has three themes, preventing poverty, helping people into work and mitigating poverty.</p> <p>Preventing Poverty</p> <p>HM took the board through the preventing poverty section and highlighted the progress being made with aligning activities across Families First (FF), Flying Start (FS), Communities First (CF) and Supporting People (SP).</p> <p>Joint training on various topics is continuing e.g. safeguarding and money management. FF, FS and CF had participated in the Welsh Government pilot for a common outcomes framework. The framework is not being progressed but an announcement from Welsh Government regarding arrangements for the programmes is expected.</p>	

A professional networking event is being planned for October as well as an awareness raising workshop for key officers across the four programmes. Work will also take place over the summer to map parenting projects and services across the four programmes. Officers from the Cardiff and Vale Public Health Team will also be involved in these events.

A report on how to improve the alignment across the four programmes is being drafted.

Helping People into Jobs

MG and EE provided an update on progress with this section of the delivery plan.

MG advised that funding for Communities First for 2016/17 has been agreed. The Work Programme will continue but with an outside provider rather than the Council. Work is being undertaken in Barry as part of the Vibrant and Viable Places and the scheme is progressing well but is in its final year. The Council has appointed a new officer to take forward the Town Centre Strategy.

EE updated the group on some of the initiatives being taken forward by the college which includes a junior apprenticeship scheme launched in Cardiff. This is a pilot project targeted at Years 10 and 11 and is a creative solution for those who may be disengaged in school. Pupils would transfer to an apprenticeship with the college and take a more vocational approach. If the pilot is successful then this could be rolled out in the Vale of Glamorgan as well.

At the next meeting of the Vale Improving Opportunities Board, David George from Welsh Government will be attending to talk about Aston Martin and the next steps. Cardiff and Vale College currently have a member of staff seconded to Aston Martin to help with recruitment and apprenticeships. They have had 2,800 applications. The Council is also working with Welsh Government on the necessary infrastructure to support the new factory.

Work is also continuing to promote digital inclusion and to pursue European funding to support a range of activities. In addition the Cardiff and Vale Community Learning Partnership has seen an increase in enrolments from more deprived areas.

Mitigating Poverty

HM gave an overview of work being undertaken through the Financial Inclusion Group which includes providing support to those in receipt of Universal Credit, raising awareness about entitlements and looking at the implications of changes to the Local Housing Allowance.

A mapping exercise of local services is being undertaken and the results will feed in to work around fuel poverty and money advice and support. This work will also feed in to the well-being assessment.

No changes were requested to the delivery plan.

PG asked for further work to be undertaken regarding aligning measures, outcomes and achievements within the report. HI agreed to consider how the reports could be improved.

HI

7. Well-being Assessment Update

HM provided an update on work being undertaken for the well-being assessment and the timetable for completing the assessment;

- Data Gathering: May - September
- Survey and focus groups: June - September
- Drafting: October – November
- Draft to PSB: 29th November 2016
- Consultation on draft assessment: December – February
- Amendments: January – February
- Sign off, final translation and publication: March

The PSB was successful in its bid with the Cardiff PSB for £45k to assist with the well-being assessments. The funding will be used in the Vale to cover the costs of the lead officers who will undertake the data gathering, analysis work and drafting of the assessment. Some of the funding will also be used for engagement activities. Officers are working with colleagues in Cardiff and with Tom Porter from the UHB who is leading on the Population Needs Assessment for the Regional Partnership Board.

There are similarities with the work e.g. a focus on engagement and well-being but there are also some distinct differences but through close working it is intended that relevant activities and information can be shared.

A shared brand for engagement across the assessments has been developed 'Let's talk' and this will be used for all publicity and materials and is easy to adapt e.g. to Let's talk Barry or Let's talk children and young people.

To assist with the well-being assessment a survey has been developed to ask some very general questions on well-being. This will be a stand-alone survey in the Vale and is split across economic, social, cultural and environmental well-being. In Cardiff the questions will be incorporated in to the Ask Cardiff consultation exercise which is a major consultation exercise being undertaken about services in Cardiff.

Findings will be used to inform the assessment and focus groups and will also provide some contextual information for the population needs assessment.

This is the start of a conversation on well-being and the survey has been developed with engagement officers from the two councils. In the Vale the Business Intelligence Group has also been asked for input on the development of the survey.

The survey will be in English and Welsh and circulated to the Citizens Panel, through Vale Connect and through partner networks.

HM advised that work had also begun to start planning the focus groups which will be held in the summer and partners input and assistance will be required.

There was some concern regarding the focus and length of the survey and the need to simplify the introduction. HM to review the content again prior to translation and launching the survey in June. It was also suggested that to

HM

<p>increase response rates the survey could be split into different sections, although there was then some concern about it not being integrated if that approach was taken.</p> <p>Information was circulated to partners regarding the common data set which has been developed by the Local Government Data Unit to provide a starting point for the well-being assessments. HM advised that work has begun to identify what other data sets would be needed and the Business Intelligence Group had been asked for views about what additional data would need to be included in the assessment.</p> <p>The proposed community areas for the assessment were also circulated. These were based on the three areas of the Vale which had previously formed the basis of area working and were consistent with the views of partners as discussed at the LSB and in the Business Intelligence Group. The PSB agreed the three communities as Western Vale, Eastern Vale and Barry and noted the timetable.</p> <p>The PSB were supportive of the 'Let's Talk' brand and the joint work taking place with Cardiff PSB and the Regional Partnership Board to co-ordinate engagement and share information.</p> <p>Partners also expressed a willingness to get involved with the engagement activities and to promote the survey through their networks.</p>	
<p>8. Social Services and Well-being Act update</p> <p>SH advised that the Act is partner legislation to the Well-being of Future Generations Act and work is progressing with regards to the implementation of the legislation. This legislation is more directly service orientated than the Well-being of Future Generations Act.</p> <p>A regional partnership board has been established and terms of reference and the governance structure have been circulated to the PSB for information. The terms of reference were agreed at the first meeting of the new board. The governance structure shows the focus of activity with regards to different vulnerable groups. The alignment of commissioning and budgets will also be a key focus of activity for the board.</p> <p>SH also highlighted the extensive work being undertaken for the population needs assessment and the need for work to be undertaken in conjunction with the well-being assessment.</p> <p>PG asked about the prison population and where their needs would be taken in to account. SH advised that they are not listed as a specific group within the Act but that there had already been some discussion around their particular needs.</p> <p>GOS also highlighted the links between the green spaces and health benefits and suggested that he have further discussions with SH on the matter.</p> <p>Updates on the work regarding integrating health and social care will be included on future PSB agendas.</p>	<p>GOS/SH</p> <p>HM/SH</p>

<p>9. South Wales Programme Update</p> <p>SH provided an update on the programme which looks to locate the consultant led elements of four services in specialist centres across South Wales. The services are consultant led maternity and neonatal care, inpatient children’s services and emergency medicine. Following formal engagement and consultation, agreement had been reached in how these services will be organised in the future and where they will be located. This will have an impact on the provision of other services which may in turn need to be relocated. The business case for the environmental requirements needed for changes at the UHW site is currently with Welsh Government. A decision on funding is also awaited. Staff planning is continuing; changes in services will be 2018 at the earliest.</p> <p>Work is also moving forward with regard to establishing a major trauma network in South Wales. This will comprise a major trauma centre, major trauma units and rehabilitation services. At present there is no centre and the options being explored are Morriston and UHW.</p> <p>With regards to the UHW site the university is looking to free up some space and this means that fewer services will need to be displaced from the UHW site unless they can be better provided elsewhere.</p> <p>Further updates will be provided at future PSB meetings.</p>	
<p>10. Forward Work Programme</p> <p>A copy of the forward work programme and dates of future meetings were circulated for information.</p>	
<p>11. Any Other Business</p> <p>There were no additional items.</p>	
<p>Date of Next Meeting</p> <ul style="list-style-type: none"> • 7th July 1pm, Committee Room 2, Civic Offices, Barry 	