

**Vale of Glamorgan Local Service Board – Business Intelligence Group Meeting**  
**19<sup>th</sup> July 2013, Committee Room 2, Civic Offices**

**Present**

Mike Jones – VoGC (Chair)  
 Francesca Howorth – VoGC  
 Duncan McKenzie – Data Unit Wales  
 Rachel Connor – VCVS  
 Hugo Cosh – Public Health Wales  
 Gethin Robinson – VoGC  
 Meredith Gardiner – VoGC/ Cardiff and Vale UHB  
 Rob Jones – VoGC  
 Russell Watts – VoGC  
 Nisha Shukla – VoGC  
 Denise Dyer – VoGC  
 Jenny Rogers – South Wales Police  
 Sian Griffiths – Public Health Wales  
 Chris Habberley – VoGC  
 Richard Evans – VoGC

**Apologies**

Seth Newman – Data Unit Wales  
 Joe Walsh – VoGC  
 Phil Pinches – South Wales Fire and Rescue Service  
 Colin Davies – VoGC  
 Steven Thomson – Cardiff and Vale UHB  
 Christopher Seal – Cardiff and Vale College

<b>Agenda Item</b>	<b>Action</b>
<p><b>1. <u>Apologies</u></b></p> <p>Introductions were made and apologies noted.</p>	
<p><b>2. <u>Minutes of Previous Meeting</u></b></p> <p>The minutes were agreed.</p> <p>Denise and Sion Ward have made initial contact regarding the sharing of NEETs data.</p> <p>Duncan has attended a meeting of the welfare reform group to discuss work taking place between the Data Unit and WLGA at a national level to quantify the impact of welfare reform. Duncan to attend future meetings of the welfare reform group.</p> <p>Denise and Colin have discussed commonalities across Families</p>	<p><b>DM</b></p> <p><b>DD/CD</b></p>

<p>First and Communities First datasets. Discussions will be ongoing.</p> <p>Gethin has forwarded Colin data regarding crime levels.</p> <p>Mike advised the group that all comments regarding the Data Unit draft work programme should be forwarded to himself, Duncan and Seth.</p> <p>Mike has circulated the draft Annual Report 2013 within the group.</p>	
<p><b><u>3. Presentation on Health Data – Meredith Gardiner.</u></b></p> <p>Meredith introduced her role as Programme Manager for Health, Social Care and Wellbeing and gave an overview of the 2 structures in place to drive forward work regarding health, social care and wellbeing priorities. Meredith explained that the Public Health and Wellbeing Board has a Vale of Glamorgan focus and membership is comprised of the Vale Council, the UHB and the third sector. The aim of the partnership is to join up delivery of services to improve wellbeing in the Vale in the long term. The current focus of the board is on improving life expectancy and healthy life years. The second structure was the Cardiff and Vale Integrated Health and Social Care Board which was comprised of the Vale of Glamorgan Council, Cardiff Council, Cardiff and Vale UHB and Cardiff Third Sector Council. Meredith advised that this has now been replaced by a Health &amp; Social Care Integrated Services Strategic Team, a high level team, consisting of the same membership, under which an operational team will sit. The current priority of this team is on the frail elderly and the Wyn campaign to improve services for the coming winter period.</p> <p>Meredith gave several examples of data sharing issues.</p> <p>The sharing of data and information with regards to the Unified Assessment process for social care packages has proved problematic in the past due to incompatible IT systems between health and social services. To address this 3 community resource teams have been set up, comprising of health, social services and third sector staff. Two of the teams are based in Cardiff and one will shortly be based in the Vale in Barry Hospital. The aim of creating these joint teams is to reduce numbers of emergency admissions and speed up discharge from hospital by improving community services. Community Resource Team staff have been issued with electronic notebooks as an attempt to share data and store information regarding unified assessments for social care more easily.</p> <p>On a national level, a new IT system is currently being procured to cover all of health and social care across Wales in order to join up</p>	

<p>data and information sharing when making unified assessments. This fits with the Integrated Health and Social Care Board's aim to simplify and speed up the assessment process. However the issue of whether the new IT system procured is compatible with the current various IT systems in place to allow the easy transfer of data onto the new system is one which may prove problematic.</p> <p>Meredith presented the group with data charts showing inequalities in life expectancy across the Vale and highlighted that although life expectancy over the last ten years has increased in the Vale for both Males and Females, the inequality gap has widened between the least and most deprived areas. This shows that although work taking place on average has been successful at increasing life expectancy, those in the least deprived areas are being left behind. Meredith highlighted a key point that across all disciplines such as health, education etc. it is the same least deprived wards within the Vale which perform worse and it is important that the unified needs assessment reflects this.</p> <p>Meredith presented a number of other health datasets to the group including mortality rates across all ages in the Vale. Sian highlighted how the graph shows that the Vale is performing better than the Welsh Average but it is important to consider that compared to Europe, Wales performs poorly. Therefore considering the Vale's performance in the Welsh context can be misleading. It is also concerning that the rate for the most deprived wards in the Vale is higher than the Welsh average again highlighting the health inequality gap that exists. Meredith also highlighted data on obesity levels in the Vale, flu vaccination figures and data regarding the National Exercise Scheme. Finally data from the results of January's Vale Viewpoint Survey shows that over 60% of people would prefer to receive information regarding health and wellbeing online. However the remaining respondents were spread across all categories so although it is clear that the internet is vital in disseminating health information, it is important to continue using other communication channels also.</p> <p>Meredith concluded that the key message emerging from health data is that there is a big inequalities gap between most and least deprived areas in the Vale and joint working needs to continue and develop in order to share information and work together to address this issue.</p>	
<p><b><u>4. Refresh of the Unified Needs Assessment – Update on progress by each work stream – All.</u></b></p> <p>Mike reminded the group that in order for the refreshed needs assessment to inform the drafting of the new Community Strategy Delivery Plan for 2014-2018, a final version of each template needs</p>	

to be submitted by the middle of August. This will allow introductory chapters giving a holistic overview of the key strands emerging from the needs assessment to be drafted in time for this year's Local Service Forum event. Mike asked each group lead to provide an update on how work is progressing and advise when the final draft of the template will be submitted.

**Priority Outcome 1:** Rob advised that a good number of datasets have now been analysed and included in the template and there is still a small amount to be added such as the monetary value of volunteering in the Vale. Rob feels that one area where work has been more difficult is the section on mapping of services and gaps in provision due to the nature of this priority outcome.

Rob thanked Jenny and Richard for data they have provided and advised that the template should be complete within the next two weeks.

**Priority Outcome 2:** Rob informed the group that the availability of data concerning this outcome is not as strong as outcome 1 and the datasets currently included are quite Council focused. There is also a gap concerning data on 'face to face' services and Rob appealed to the group that if anyone is aware of such data to contact him.

Mike highlighted data published in the Public Opinion Survey showing customer satisfaction etc. for services received which may be useful to include in the template. Rachel advised that the third sector may also have this type of information available.

**Priority Outcome 3:** Mike provided the update on this outcome and advised that there had been some initial confusion over what work was required from the group. However the analysis will now be undertaken.

**Priority Outcome 4:** Francesca provided an update on work regarding outcome 4 on older people. Francesca advised that the voluntary sector consultation meeting had been successful. Datasets and information has now been gathered and Francesca is in the process of compiling this into the template. When this is completed the template will be circulated to other members of the drafting group for any further comments.

Francesca advised that one area where more data is needed is on education for older people. Chris advised that he has data available on this and will send this information to Francesca.

Sian highlighted that there is a crossover between the datasets used in this outcome and the datasets used in the template for priority outcome 10. Sian asked how the process of joining up the

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<p>whole document will work to identify key messages emerging from the whole document. Mike advised that once final templates for each group have been submitted, work will take place with the Data Unit to look for any gaps in templates where further work needs to take place, draft introductory sections providing an overview of the key document and recognise the key themes and trends emerging to identify areas which the Delivery Plan needs to focus on.</p> <p><b>Priority Outcome 5:</b> Denise thanked other members of the group who have provided datasets on this outcome and advised that the biggest challenge has been prioritising what to include in the needs assessment as services for Children and Young People cover such a broad spectrum. Denise feels that with the trend of an aging population demographic in the Vale, it is important not to lose focus on services for Children and Young People as providing a good start in life is essential. Sian agreed and highlighted a graph contained in the Marmot review showing how advantage at the start of life continually increases over the period of a lifetime but a disadvantage at the start of life will do the same.</p> <p>Mike drew Denise's attention to the graph on conception data and highlighted that the 2011 figures hadn't been included. Denise to refresh this graph.</p> <p><b>Priority Outcome 6:</b> Mike advised that the template on this outcome which was circulated to the group is at the level which all other outcomes need to be brought up to. Understandably some outcomes are more data rich than others but this template is a good example of what work is required from the drafting groups.</p> <p>Richard's main concern was problems faced engaging with Cardiff and Vale College, as one of the main providers of education alongside the Local Authority in the Vale. Mike to contact the College regarding attendance at the LSB business intelligence group. Rachel will raise this issue at the July LSB Implementation Group meeting.</p> <p>Richard gave an overview of the key findings and advised that the Vale performs well when compared to other Local Authorities. However there are differences in performance across areas within the Vale and Richard advised that these areas are the same as those identified in Meredith's presentation with the lowest life expectancy. The group agreed that a key theme of inequality is emerging and the Unified Needs Assessment must reflect this.</p> <p>Sian again highlighted the Marmot Review and how there are differing levels of inequality. There is not just one deprived group plus the rest of the population but a scale of deprivation and it is important that services work on bringing everyone to the top of the scale rather than to meet in the middle.</p>	<p>DD</p> <p>MJ RC</p>
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<p>Richard also advised that there is some additional information to be added to the template. The 2012/2013 exam results, formal results of the Estyn inspection and results of the new reading and numeracy tests undertaken by pupils in school years 2-9 will all be available in September. Mike advised that although a draft of the needs assessment will be required by September to inform the Local Service Forum, the document is not static and these datasets and analysis can be added when available.</p> <p><b>Priority Outcome 7:</b> Mike advised that as a draft of this template has not yet been received, an update from this group will be provided at the next meeting. It is expected that there will be a large crossover between this and other outcomes.</p> <p><b>Priority Outcome 8:</b> Nisha advised that the datasets contained within the existing needs assessment have been refreshed and highlighted some key trends emerging. There have been a lower number of business start ups in the Vale and a higher number of business closures. Jobs in the industry of health and manufacturing are growing in the Vale. Meredith wanted to know the definition of 'health' businesses as these had the lowest number of closures in the Vale. Mike advised that the definitions are based on UK Standard Industrial Classification (SIC) codes. Rachel wanted to know how the third sector fit into the categories; Mike advised that the definitions of each SIC code would need to be explored.</p> <p><b>Priority Outcome 9:</b> Gethin advised that he has now received additional data from the police to include in the template in addition to what was circulated to the group for this meeting. There was a discussion over figures on anti-social behaviour and how incidents are categorised. Jenny advised that when an incident contains several actions which are different types of anti-social behaviour, the incident is only recorded once. Jenny to speak to the police performance team for more information on how it is decided which category the incident fits in.</p> <p>The group agreed that trends within the Vale for this outcome need to be identified and analysed on a lower level to identify whether there are pockets of ASB in the deprived wards identified earlier with lower life expectancy and lower educational attainment as this is important to build a picture of inequalities across the Vale.</p> <p><b>Priority Outcome 10:</b> Sian advised that work has progressed towards completing the template for outcome 10 and the data contained within the template includes population projections, data on dementia, diabetes, immunisations, GP travel times and determinants of health. Sian advised that the template will be circulated to colleagues in Public Health for further comments and it is hoped an updated draft will be completed by the middle of</p>	<p>NS/MJ</p> <p>JR</p>
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<p>August.</p> <p>Due to the cross over with priority outcome 4, Francesca to share the findings from the voluntary sector consultation meeting with Sian.</p> <p>Following the above updates from each group, Mike again reminded everyone of the tight timescales involved in completing this work. Duncan reminded the group that the role of the Data Unit will be to identify common themes emerging from the document and produce introductory sections giving a holistic overview. Duncan also advised that as some outcomes are more data rich than others, and as some staff are more experienced in writing needs assessments than others, the Data Unit are able to provide support to any groups who need it.</p> <p>Duncan also highlighted how this process will increase the capacity of the Business Intelligence Group to write needs assessments in the future. Sian agreed and thanked Mike for his efforts in coordinating the task.</p>	<p><b>FH</b></p>
<p><b>5. <u>Opportunities for Collaboration with Cardiff – All</u></b></p> <p>Deferred to next meeting.</p>	
<p><b>6. <u>Data Unit Update on Development of InfoBase Vale – Data Unit/All</u></b></p> <p>Duncan advised that several new datasets have now been added to InfoBase Vale. Duncan to provide Mike with a list of new datasets added to circulate to the group.</p>	<p><b>DM/MJ</b></p>
<p><b>7. <u>Work Programme 2013/14 – Local Government Data Unit/All</u></b></p> <p>Deferred to next meeting.</p>	
<p><b>8. <u>Annual Report/ Performance Management – Francesca Howorth</u></b></p> <p>Francesca advised that the draft annual report 2012/13 has now been circulated to partnership coordinators to circulate within the partnerships for comment. The draft report has also been circulated to the BIG. Several comments have been received to date and the draft report will be discussed at the LSB Implementation Group meeting on the 25<sup>th</sup> July. Francesca welcomes feedback regarding the content of the report and would be grateful if all comments can be received before the Implementation Group meeting as following this a final version will be drafted to be approved at Augusts' LSB meeting.</p>	<p><b>FH/ALL</b></p>

<p><b>9. <u>Exchange of Information – All</u></b></p> <p>Denise advised that the survey of children and young people conducted this year through the schools will also take place next year. Denise advised that this year’s survey will be ongoing until the Autumn.</p>	
<p><b>10. <u>Date and Agenda for Next Meeting</u></b></p> <p>The next meeting will take place on the 23<sup>rd</sup> August at 10am in Committee Room 2 of the Civic Offices.</p> <p>Mike to email a reminder of this date to the group.</p>	<b>MJ</b>
<p><b>11. <u>Any Other Business</u></b></p> <p>None</p>	