



**Vale of Glamorgan Local Service Board – Business Intelligence Group**

**1<sup>st</sup> October 2015, Committee Room 1,**

**Civic Offices, Barry.**

**Present:**

Helen Moses – VoGC, Performance and Development (Chair)  
 Fran Howorth – VoGC, Performance and Development  
 Rachel Connor – Glamorgan Voluntary Services  
 James Gardiner – Local Government Data Unit  
 Richard Evans - VoGC, Strategy, Community Learning and Resources  
 Russ Watts - VoGC, Planning and Transportation

Rob Jones - VoGC, Media and Engagement  
 Colin Davies - Barry Communities First  
 Denise Dyer - VoGC, Children and Young People  
 Nisha Shukla - VoGC, Strategy, Community Learning and Resources  
 Rhys Gibbon - Public Health Wales  
 Rebecca Haves - Creative Rural Communities (Agenda Item 4)

**Apologies:**

Huw Isaac – VoGC, Performance and Development  
 Dee Hickey – Public Health Wales  
 Laura Eddins – VoGC, Social Services  
 Hannah Davies - VoGC, Media and Engagement

|  | <b>Action</b> |
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| <b>1. <u>Apologies and Introductions</u></b>   |               |
| <b>2. <u>Minutes of Previous Meeting – 20<sup>th</sup> March 2015</u></b><br><br>The minutes were agreed as an accurate record.  |               |
| <b>3. <u>Vale of Glamorgan Poverty Analysis Final Report – James Gardiner, Local Government Data Unit</u></b><br><br>JG gave a presentation on the Poverty Analysis Report that the LGDU were commissioned to undertake by the Local Service Board. The group had previously been presented with a draft of the report, this has now been finalised and was presented to the LSB in July.<br><br>JG advised that the analysis used a range of data including Census 2011, WIMD 2014, DWP data and CACI pay check data. It was highlighted that this is a unique point in the decade where WIMD rankings are published and Census data is still |               |



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| <p>relatively recent. The presentation gave an overview of a number of the maps presented in the report under a number of themes including people, employment, economy, access to services and health.</p> <p>JG advised that the report is available on InfoBase Vale and each individual map will shortly be uploaded to the system as well.</p> <p>The group thanked the LGDU for the work and gave examples of how the report has been used so far including to undertake a needs assessment in relation to libraries. FH advised that the report has been shared with a wide range of partners including through the LSB sub groups and has been extremely well received by all.</p> <p>RJ asked whether the output area classifications data is available at LSOA level? JG stated he would look into this.</p>   | <p><b>JG</b></p> |
| <p><b><u>4. Asset Mapping Project – Rebecca Haves, Creative Rural Communities</u></b></p> <p>RH gave the group a brief introduction to the work of Creative Rural Communities (CRC) and explained that the team will be carrying out a piece of asset mapping research.</p> <p>RH explained that the team has been involved in work under the Council's Reshaping Services Strategy looking at community asset transfer. The LSB has also requested a pilot asset mapping exercise takes place, therefore the Strategy and Partnership team will be assisting CRC with the work avoiding any duplication.</p> <p>RH presented a proposal for the project which will be taken to the Local Action Group (LAG) which govern CRC shortly for approval. The proposal suggests that work takes place to map assets and identify gaps in the five areas where it has been proposed the transfer of libraries to communities takes place (Dinas Powys, Rhoose, Wenvoe, St Athan and Sully). St Athan, as highlighted through the LGDU Tackling Poverty analysis, is recognised as the most deprived of the five areas, it is therefore proposed that the exercise is undertaken in this area first. The methodology can then be replicated in the other areas, it is also hoped that the project will provide a methodology which can then be used by other partners/groups for any areas they may be keen to explore.</p> <p>The work will explore the assets that exist within the community, including the 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>It was advised that the proposal to the LAG requests that a portion of funding from the Rural Development Fund is used to resource the project, particularly to carry out surveys with local residents.</p> <p>The desk based research for the project will be undertaken shortly and it is hoped that the fieldwork will begin next spring. RH will also be attending a meeting of the LSB in October to brief the board on the project.</p> |                  |



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| <p>RH added that they are keen to ensure that the work is useful for partners and requested that if anyone has data/ qualitative information that would assist the project please let her know. RH is also keen for partners to become involved in the project and anyone interested can contact her, this time can also then be included as match funding. The project can provide opportunity for partners to include any questions they might want to ask in surveys or test any hypotheses they may have. RH is also happy to meet with partners to discuss further.</p>                      | <p>ALL</p> |
| <p>FH advised that contact details would be circulated with the minutes.</p>  | <p>FH</p>  |
| <p><b><u>5. Wellbeing of Future Generations (Wales) Act Draft Statutory Guidance Needs Assessments – Helen Moses, Vale of Glamorgan Council</u></b></p>   |            |
| <p>HM gave an overview of the Wellbeing of Future Generations (Wales) Act and advised that the statutory guidance for the Act is currently being consulted on. An LSB response to the consultation will be submitted.</p>   |            |
| <p>HM focused on the section of the Act and guidance that relates to LSBs, which will become Public Service Boards (PSBs) from April 2016. The Act requires PSBs to publish a Wellbeing Plan in by April 2018 to set out a number of Wellbeing Objectives. These objectives will set out how the PSB will contribute to the 7 Wellbeing Goals for Wales that the Act identifies.</p>  |            |
| <p>In order to inform the plan, an assessment of wellbeing in the area must be carried out through the PSB. The assessment must be published by April 2017, therefore the focus of work during 2016/17 for the Business Intelligence Group will be to undertake the needs assessment.</p>   |            |
| <p>The guidance details a wide range of issues the assessment must take into account including groups with protected characteristics, evaluative work that has taken place, and the findings from a range of additional assessments such as the Childcare Sufficiency Assessment. There is also a requirement to identify 'communities' below the local authority level and focus the assessment at this on at this community level. It was highlighted that this links to the asset mapping work previously discussed and the links between the two pieces of work will need to be explored.</p> |            |
| <p>The 2013 UNA refresh and the development of InfoBase Vale has placed the Vale in a good position to carry out the work however there is still a large piece of work to take place. DD and NS highlighted that the UNA and InfoBase Vale continue to be used as useful resources and gave several examples of how the work has been used to date.</p>   |            |
| <p>HM suggested that the November meeting of the group focuses on the assessment with discussion on how we begin to undertake the work and any lessons learnt from the previous UNA. The group were therefore requested to familiarise themselves with this section of guidance ahead of this meeting. The session will also provide opportunity to discuss the more practical elements of undertaking the work such as what the format and size should be.</p>   |            |
| <p>FH advised that she will be undertaking an exercise to find out information about the various other assessments listed within the guidance that this assessment must take account of such as when they were published, or are due to be</p>  |            |



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| <p>updated. If members of the group are involved in producing any of these documents or are aware of this information please let FH know.</p> <p>It was also advised that the guidance makes reference to supplementary, non-statutory guidance on the use of evidence. This guidance is due to be published shortly and will be circulated when available. JG advised that the Data Unit and a range of other organisations had formed the working group tasked with developing this guidance which it is hoped will help those tasked with undertaking the work on the new needs assessment.</p>   | <p><b>ALL</b></p> <p><b>FH</b></p> |
| <p><b>6. <u>InfoBase Vale – Fran Howorth, Vale of Glamorgan Council</u></b></p> <p>FH advised that the work to develop a series of 'live' needs assessment update reports for each of the ten priority outcomes is now complete. FH passed on thanks to Sally Pritchard at the LGDU for completing the work.</p> <p>It was also advised that a Vale Stats and Facts Newsletter was recently circulated to the LSB and sub groups including the Business Intelligence Group. The newsletter contained information such as data that has recently been added to InfoBase Vale, details of the Tackling Poverty Analysis and of the Wellbeing of Future Generations (Wales) Act guidance consultation. FH advised that the newsletter will be produced and circulated regularly, if anyone wishes to include items in future editions on any reports/ pieces of research produced please let FH know.</p> | <p><b>FH</b></p>                   |
| <p><b>7. <u>Any Other Business</u></b></p> <p>Date of Next Meeting – November 2015, Date to be confirmed.</p>  |                                    |