



**Vale of Glamorgan Public Services Board**  
**9<sup>th</sup> March 2017**  
**Minutes**

<b>In attendance:</b>		
<b>Name</b>	<b>Title</b>	<b>Organisation</b>
Clr Neil Moore (NM)	Leader	Vale of Glamorgan Council
Rob Thomas (RT)	Managing Director	Vale of Glamorgan Council
Vaughan Jenkins (VJ)	Group Manager	South Wales Fire & Rescue Service
Mark Brace (MB)	Assistant Commissioner	South Wales Police and Crime Commissioner
Gareth O'Shea (GOS)	Director of Operations (South)	Natural Resources Wales
Fiona Kinghorn (FK)	(Acting) Executive Director of Public Health	Cardiff and Vale University Health Board
Rachel Connor (RC)	Executive Director	Glamorgan Voluntary Services
Claire Evans (CE)	Superintendent	South Wales Police
Bob Tooby (BT)	Head of Operations (Cardiff and Vale)	Welsh Ambulance Trust
Clr Mike Cuddy (MC)	Nominated Town and Community Council Representative	Penarth Town 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
<b>In attendance for Well-being Plan Workshop</b>		
Bruce Whitear	Consultant	Bruce Whitear Consulting
Andrew Rodgers	Consultant	Gwenallt Consulting
<b>Apologies:</b>		
Peter Greenhill (PG)	Head of Local Delivery Unit	National Probation Service
Abigail Harris (AH)	Executive Director of Strategy and Planning	Cardiff and Vale University Health Board
Judith Cole (JC)	Deputy Director Reforming Local Government Programme: Finance	Welsh Government
Emil Evans (EE)	Vice Principal	Cardiff and Vale College
Stuart Parfitt (SP)	Divisional Commander Central BCU	South Wales Police
Huw Jakeway (HJ)	Chief Fire Officer	South Wales Fire & Rescue Service

	<b>Actions</b>
<p><b>1. Welcome and Introductions</b></p> <p>NM welcomed everyone to the meeting and introductions were made.</p> <p>The PSB were advised that Superintendent Claire Evans has now taken over from Superintendent Martin Jones as the PSB representative for South Wales Police.</p>	
<p><b>2. Apologies</b></p> <p>See above.</p>	
<p><b>3. Minutes of the Public Services Board 15<sup>th</sup> December 2016</b></p> <p>The minutes of the previous meeting were agreed.</p> <p>HM highlighted that the topic of Youth Employment that was brought to the last meeting of the PSB will be discussed by the Improving Opportunities Board later in the month.</p> <p>At the last PSB meeting RT provided an update on the Cardiff Capital Region City Deal. NM informed the meeting that following universal support from the ten local authorities within the region for the overarching principles of the deal, the leaders of each Council had signed the City Deal in a ceremony at Cardiff Airport on 1<sup>st</sup> March. The deal is binding for the next 5 years and can be reviewed for the next 20 year period. The next stage of the process will be the development of the Joint Working Agreement Business Plan which will be reported to each individual Council for finalisation, agreement and adoption.</p>	
<p><b>4. Vale of Glamorgan – Well-being Assessment</b></p> <p>NM said that the Well-being Assessment had been taken through the Council’s Cabinet the previous week, with Cabinet members noting the amount of work undertaken in producing the assessment. NM gave his thanks to the team for the production of the assessment.</p> <p>HM advised that the draft Well-being Assessment has been circulated to all partners for agreement and sign off; the process is to now formally approve the assessment for publication in line with the statutory timescales.</p> <p>MC enquired whether Town and Community Councils had expressed support for the assessment: one Town and Community Council had raised concerns that they hadn’t been engaged in the assessment. HM replied, saying that Town and Community Councils have been fully engaged with throughout the assessment process. They had all been sent a link to the draft assessment and a number of Town and Community Councils had also attended a stakeholder workshop. In addition the draft assessment had been discussed at Community Liaison Committee. Amendments had been made in response to the feedback received and engagement would continue as part of the development of the plan. HM had responded to the Clerk from the Council which had raised specific concerns about</p>	

<p>a lack of engagement but had received no further correspondence.</p> <p>GOS advised that Natural Resources Wales were happy to endorse the Well-being Assessment. FK also extended thanks on behalf of the University Health Board for the work undertaken to produce the Well-being Assessment; the assessment contains a great amount of information and is reflective of work being undertaken by Public Health Wales.</p> <p>The PSB agreed to endorse the Well-being Assessment for publication.</p>	
<p><b>5. Forward Work Programme</b></p> <p>HM advised that legally the PSB must hold a meeting 60 days after the local government elections and at that meeting the PSB is required to formally re-invite 'Invited Participants' and 'Other Partners' to join the PSB. It will also be necessary at that meeting to appoint a PSB chair.</p> <p>A PSB meeting has been scheduled for the 13<sup>th</sup> June which is within the required 60 days and after the Council's Annual Meeting on the 24<sup>th</sup> May.</p>	
<p><b>6. Any Other Business</b></p> <p>FK advised that the University Health Board has held interviews for a new Chief Executive and details of the appointment will be announced shortly.</p> <p>MC enquired about the timeframes for the publication of the Population Needs Assessment. HM clarified that the PNA follows the same timescales as the Well-being Assessment and is due to be published by the beginning of May.</p> <p>NM gave his thanks to all partners for the work that has been undertaken in establishing the PSB and their contributions to the Well-being Assessment; in particular NM extended thanks to those partners who are not statutory members. BT thanked NM on behalf of the board for his on-going work as Chair.</p>	
<p><b>7. Date of next meeting</b></p> <p>13<sup>th</sup> June 2017</p>	
<p><b>8. Development of the Well-being Plan Workshop</b></p> <p>The second half of the meeting was a workshop and discussion on the development of the PSB's Well-being Objectives and Plan.</p> <p><b><i>Requirements and Timetable</i></b></p> <p>HM gave a presentation detailing the requirements for the Well-being Plan as set out in the statutory guidance. HM outlined the timetable that will be required to achieve the publication of the Well-being Plan and setting the PSB's Well-being Objectives:</p> <p>March – July 2017 - Engagement and development (Future Generations Commissioner consultation – 14 weeks)  August/Sept 2017 - Editorial, translation and PSB approval of draft for</p>	

consultation

Sept – Nov (12 weeks) 2017 - Consultation on the draft plan

Dec 2017 – Jan 2018 - Final changes

Feb-March 2018 - Approvals (PSB and individual bodies)

April 2018 - Design, translation and publication

### ***Agreeing the Objectives***

HM explained that in the feedback received through the PSB's engagement activities undertaken in January on the draft assessment, there was little disagreement with the priority areas identified by the PSB at the November workshop:

- Early Years, giving children a good start in life
- Tackling inequalities
- Engagement
- Environment

It was suggested by the Vale 50+ Executive Forum that transport and the needs of older people should also be key considerations.

NM noted that the Council's Youth Cabinet have recently identified their priorities, which include Early Years and Transport as priorities; it would be advisable to engage with the Youth Cabinet to gain their perspective on the objectives set by the PSB.

FK noted that the priority areas that have emerged from the assessment and the workshop can be recognised from a public health perspective. Responding to the feedback received from the 50+ Executive it was suggested that these themes, in particular concerns around older people, will be addressed through the Population Needs Assessment and the Integrated Health and Social Care Partnership (IHSCP) locality plan.

It was suggested that the concerns raised with regard to transport services will be addressed as the Cardiff Capital City Region programme progresses.

The PSB would need to be mindful of the work of the City Region and the IHSCP to ensure it complements the work of the PSB.

MC proposed that the objectives should identify where the PSB can add value and address issues that have been identified by the Well-being Assessment. GOS agreed that in developing objectives it is important to follow what the evidence of the assessment has identified. GOS noted that the themes that had been identified at the November workshop by the PSB can interlink and provide an integrated approach.

It will be important when developing the objectives to engage with the Town and Community Councils who are affected by the duty to take steps towards meeting the objectives included in the PSB's Well-being Plan.

MC advised that as well as the three Town and Community Councils affected by the Act (Barry, Penarth and Llantwit), Cowbridge could also be included in consultation on the objectives

AW reiterated support for the priority areas identified by the PSB.

**It was agreed that these priority areas should be taken forward and further developed to become the PSB's well-being objectives.**

***Agreeing the steps needed to meet the objectives***

FK introduced AR and BW who gave a brief presentation on previous work undertaken and a suggested model the PSB could use to further develop its well-being objectives. This was based on a social values model which they had developed with partnerships and other organisations in England.

There was a discussion on the approach and its appropriateness for working on the objectives and plan. It would be useful to give the Future Generations Commissioner's Office sight of the approach to ensure it aligns with expectations. It was noted that there is a statutory 14 week period of consultation the PSB is required to undertake with the Office of the Future Generations Commissioner. HM clarified that guidance from the Commissioner's office will be issued shortly; it is likely that the consultation will take the form of a "conversation" over the 14 weeks.

Following the presentation the PSB agreed to take forward the approach suggested. A full day workshop will be organised with PSB representatives to develop the toolkit and further develop the PSB's objectives and progress the Well-being Plan. Meanwhile the toolkit matrix will be circulated to the PSB.