



Vale of Glamorgan Public Services Board
31st January 2017
Minutes

In attendance:		
Name	Title	Organisation
Clr Neil Moore (NM)	Leader	Vale of Glamorgan Council
Rob Thomas (RT)	Managing Director	Vale of Glamorgan Council
Huw Jakeway (HJ)	Chief Fire Officer	South Wales Fire & Rescue Service
Victoria Harris (VH)	Acting Assistant Chief Executive	National Probation Service Wales
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
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
Martin Jones (MJ)	Superintendent	South Wales Police
Stuart Parfitt (SP)	Divisional Commander Central BCU	South Wales Police
Emil Evans	Vice Principal	Cardiff and Vale College
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
In Attendance for Agenda item 4:		
Reuben Bergman (RB) (Agenda Item 4)	Head of Human Resources	Vale of Glamorgan Council
Apologies:		
Rachel Connor (RC)	Executive Director	Glamorgan Voluntary Services
Vaughan Jenkins (VJ)	Group Manager	South Wales Fire & Rescue Service
Peter Greenhill	Head of Local Delivery Unit	National Probation Service

	Actions
<p>1. Welcome and Introductions</p> <p>NM welcomed everyone to the meeting and introductions were made.</p>	
<p>2. Apologies</p> <p>See above.</p>	
<p>3. Minutes of the Public Services Board 15th December 2016</p> <p>The minutes of the previous meeting were agreed.</p>	
<p>4. The challenge of youth employment</p> <p>RB introduced a discussion paper on the challenges facing the Council with regards to youth employment. The Council's Cabinet had previously considered the issue of employment of 16-24 year olds and had referred the matter to the PSB as it was felt a wider discussion of the issues would be helpful.</p> <p>RB highlighted that the percentage of 16-24 year old employees within the Council's workforce fell from 5.1% in 2013 to 3.6% at the end of December 2016. This equates to 92 people within this age range currently employed by the Council.</p> <p>RB was keen to explore if the need to encourage younger people in to the workforce to make it more sustainable was a concern for other partners. To assist with the discussion RB highlighted a number of steps being taken by the Council. These include, building effective engagement and retention, modernising the recruitment process, promoting the employer profile and work experience and apprenticeships.</p> <p>BT advised that WAST had recently held an event in Cardiff Bay as part of a recruitment drive for the Ambulance Service. Posts at all levels were advertised and there were over 200 attendees including 25% from the BME community.</p> <p>AH explained that the UHB has 14.5k employees with a wide range of different jobs and skills. There is no specific focus at present on recruiting young people but there are some apprenticeship schemes for some technical functions e.g. estates. There are concerns regarding the age profile of staff in some areas e.g. district nursing. There is also a graduate trainee programmes and a scheme to identify potential high flyers. AH continued that there are real challenges in the care sector and a need to make jobs that are hard to fill more attractive. Some work is currently being undertaken with students to see if they can be used to help fill some of the gaps in the care sector. AH would welcome a wider discussion on workforce planning issues within the public sector.</p> <p>HJ advised that 18 is the minimum age to be a fire fighter but there are a range of other jobs within the service. He queried whether Academi Wales could provide opportunities across the public sector e.g. experience of a finance role within</p>	

<p>different public sector organisations. RB advised that Academi Wales is looking at opportunities which provide a variety of experience.</p> <p>MB suggested that volunteering can provide a range of opportunities and open a door to different career paths.</p> <p>EE advised that apprenticeships can be a key driver in providing opportunities and support to younger people and that the college is working with a number of organisations in the public and private sector including the Council to provide more opportunities for young people.</p> <p>It was agreed that the Improving Opportunities Board should also look at the issue. HM to include on the next IOB agenda.</p>	HM
<p>5. Apprenticeship Levy</p> <p>EE provided an update on the Apprenticeship Levy and some of the areas of concern regarding its implementation. A paper had been circulated providing an explanation about the levy and how it would work.</p> <p>The levy is a UK Government employment tax which will come into force in April 2017 and will be collected across the UK. All employers regardless of sector with a pay bill of more than £3 million each year will pay the levy to HM Revenue and Customs through the PAYE process. The allocation that Welsh Government will receive will be calculated through the Barnett formula. It is intended that the levy will raise awareness and demand for apprenticeships and workforce development from levy payers which will be about 2% of UK employers.</p> <p>EE advised that the college have some concerns about how it might work in Wales. He referred to the Trailblazer approach in England which enables employers to develop apprenticeships which reflect what employers want rather than what government wants. Although this approach is not perfect, the college prefer the model to what is being implemented by Welsh Government.</p> <p>EE suggested that more engagement with employers is needed and that there is still confusion about how it will work. This is exacerbated for those companies working across England and Wales who understand the Trailblazer approach and may therefore choose to run schemes in England. There is a fear that Wales will fall behind.</p> <p>AH queried if there is a connection between the levy and workforce issues and whether particular areas have been prioritised. EE confirmed that priority areas are digital technology and engineering and construction. Hairdressing, retail, business administration and customer services are not priority areas so schemes in these areas are capped.</p> <p>JC provided an update on the levy from Welsh Government’s perspective and advised that she would feedback the views expressed by PSB partners. She advised that Welsh Government had not had any pre-warning about the levy so there had not been an opportunity for advance planning.</p>	JC

The priority areas for apprenticeships are based on evidence of need and may not relate to the needs of individual organisations. Around £15.5 million will be going in to apprenticeships and some of this will be in the public sector. It is early days and hopefully there will be improvements in the engagement and implementation of the levy.

Partners were mindful of the need for work around the levy to tie in with the city region priorities. It was also highlighted that the levy would also need to be considered in the context of any changes announced by Welsh Government following the consultation on Communities First and the prosperity agenda.

6. Cardiff Capital Region City Deal

RT gave a presentation on the City Deal which covered background, purpose, finance and governance arrangements. The presentation was well received by partners who appreciated the opportunity to gain a better understanding and insight in to the work taking place. RT agreed to circulate a copy of the presentation to the board for information.

The key points highlighted in the presentation were that:
The regional economy is lagging behind the UK average and most other city regions in UK.

- Low productivity (£7billion economic output gap)
- Low employment (35,000 “in-work” gap)
- CCR GVA per capita : £18,063
- UK average GVA per capita : £24,958
- London GVA per capita: £42,666

There are approximately 30 City Deals, and the Cardiff Capital Region is only the second in a devolved nation and a first for Wales. The deal will support a more productive economy and in March 2016 a Heads of Terms Document was signed by all leaders and both governments. This is an ‘in principle’ agreement between the 10 local authorities and the UK and Welsh Government to:

- Invest in a regional infrastructure
- Co-ordinate transport planning and investment
- Support innovation and improving the digital network.
- Developing a skilled workforce and tackling unemployment.
- Supporting enterprise and business growth.
- Housing development and regeneration.

The key principles of the city deal are:

- 3 way collaboration with a collective commitment to accelerate development, support jobs growth and create a more productive economy
- Work with the business community to establish best model for regional economic leadership.
- Priority is to create conditions for a more competitive economy
- A commitment for city-region governance to support a sustainable approach to the future of the Cardiff Capital Region
- Creates the opportunity for further City Deals, greater devolution of powers to the region and to deliver some services regionally.

RT

The current timeline is:

- January - February : all 10 Councils reporting on the City Deal with view to 'sign up'
- Looking to sign the Joint Working Agreement on 1 March 2017
- This represents a 'Lock in' of 10 Councils
- Work starts on interventions and investment

RT also highlighted the governance arrangements

- **Cardiff Capital Region Cabinet** - a Joint Committee – comprising the 10 Leaders;
- **Regional Transport Authority** – to coordinate transport planning and investment;
- **Skills and Employment Board** – to ensure skills and employment provision is responsive to the needs of businesses and communities;
- **Economic Growth Partnership** – brings together business, higher education, further education and local authorities to advise the Cabinet on the regional economic strategy and project development;
- **Regional Business Organisation** – to provide a strong voice across the business community;

The deal will provide a £1.22bn fund to grow GVA by investing in the economic fabric of the region. £734m is to be invested in the Metro and £495m is for a wider investment fund for other ambitions such as housing and site regeneration. The target is also to bring in £4bn of private sector funding.

The Councils' collective contribution is £120m and the UK Government contribution is £10m per year for years 1-5 and approximately £21m per year until 2036. The total cost to the Vale of Glamorgan Council is £17.9 million as each Councils contribution is proportionate to their population size.

If the deal is approved by all Councils there will be a signing on St David's day, work will then be progressed on the Business Plan which will be referred back to the 10 Councils in due course.

AH asked whether the deal will reduce inequalities and that it is important to ensure the gap isn't widened. It will be important to assess the health and equality impacts of the deal. She also asked about how health partners could engage with the work for example on the academic science and research side. RT advised that the universities will be important partners in the economic growth partnership.

RT advised that the economic development role has shrunk in many local authorities but the regional approach will be more cost effective and more resilient.

GOS highlighted the connections to all aspects of the Well-being of Future Generations Act and the need for all partners around the table (including NRW) to be involved early in the process so they can have a more enabling role in terms of potential concerns and opportunities.

MC also highlighted the importance of robust governance and assurance frameworks.

The discussion concluded with RT emphasising that they have learnt from other regional approaches and in particular have looked to Europe for potential models. They have also researched models used in Scotland as they are also involve UK and devolved government.

7. Well-being Assessment Update

HM provided a verbal update on the well-being assessment and that the consultation on the draft was due to end shortly. To date the team had attended drop in sessions at local libraries, a meeting of the Youth Forum and the 50+ Forum and held two member briefings. There hadn't been a huge response to the efforts to facilitate a conversation via social media on some of the findings but it had been useful to try something different. HI would be attending the next meeting of the Community Liaison Committee to discuss the assessment with Town and Community Councillors. A stakeholder workshop was being held on the 1st February and about 30 attendees were expected. HM thanked partners for their offers of assistance in facilitating the workshop.

Feedback from the Future Generations Commissioner and Welsh Government is also expected but the conversation with Alan Netherwood the consultant looking at the assessment on behalf of the commissioner had been very positive. The team were optimistic that everything should be in place to send the assessment out to partners in mid- February to enable them to obtain approval within their organisations and for the PSB to then approve the assessment on the 9th March.

HM also advised that work would continue to enhance the assessment as part of the development of the well-being plan and to ensure the evidence base for the PSB remains up to date and a useful resource.

8. Developing our Well-being Objectives and the Well-being Plan

HI introduced a report which detailed the requirements for the well-being plan as set out in the statutory guidance. As part of the plan the PSB are required to set objectives and provide details of how the objectives will be met.

HI outlined the timetable for drafting and publishing the plan which needs to be published at the beginning of May 2018. The Future Generations Commissioner will need to be provided with an opportunity to comment on the objectives and steps to deliver them. According to the guidance the commissioner must have 14 weeks in which to do this. The timetable will also need to include a minimum of 12 weeks for consultation on the draft plan and sufficient time for partners to take the plan to their boards and for translation. A suggested timetable was detailed in the report and it was proposed that in order for the PSB to start to focus on the plan that a large part of the meeting on the 9th March should be in the form of a workshop.

This was agreed by the PSB and partners were also asked to forward HM details of any well-being objectives being set by their organisations.

HM advised that she will be attending a PSB officers meeting on the 6th February and the LGDU Intelligence event on the 2nd March and it is hoped that more information regarding the plans will be made available at these two events.

<p>9. Forward Work Programme</p> <p>NM introduced the work programme and asked partners if they had any items they wished to be included on the agenda of future meetings. AH advised that they may wish to bring a report to a future meeting on the South Wales Programme and regional working. The UHB would also like to bring a paper on 'shaping our future well-being in our community'. HM to add these to the work programme.</p>	<p>HM</p>
<p>10. Any Other Business</p> <p>Cllr Moore advised that he had received a letter from Welsh Government regarding support and funding for PSBs for 2017/18. Funding will again be on the health board regional footprint encouraging collaborative work between PSBs and could be used for further development of the assessment, development of a more interactive system for the assessment, engagement and interventions for the plan. More information from Welsh Government will follow.</p>	
<p>Date of Next Meeting 9th March 2017</p>	