



## Vale of Glamorgan Public Services Board

### 27<sup>th</sup> September 2016

### Minutes

| <b>In attendance:</b>                   |   |   |
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| <b>Name</b>                             | <b>Title</b>  | <b>Organisation</b>                       |
| Cllr Neil Moore (NM)                    | Leader  | Vale of Glamorgan Council                 |
| Rachel Connor (RC)                      | Executive Director  | Glamorgan Voluntary Services              |
| 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                   |
| 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                          |
| Peter Vaughan (PV)                      | Chief Constable   | South Wales Police                        |
| Martin Jones (MJ)                       | Superintendent  | South Wales Police                        |
| Kay Martin (KM)                         | Deputy Principal  | Cardiff and Vale College                  |
| Bob Tooby (BT)                          | Head of Operations (Cardiff and Vale)                         | Welsh Ambulance Trust                     |
| Rob Thomas (RT)                         | Managing Director   | 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                 |
| Fran Howorth (FH)                       | Business Support Officer                                      | Vale of Glamorgan Council                 |
| Lloyd Fisher (LF)                       | Policy Officer  | Vale of Glamorgan Council                 |
| <b>In Attendance for Agenda item 4:</b> |   |   |
| Simon Dovey (SD)                        | Assistant Catering Manager                                    | Vale of Glamorgan Council                 |
| Rhianon Urquhart (RU)                   | Principal Health Promotion Specialist                         | Cardiff and Vale Public Health Team       |
| <b>Apologies:</b>                       |   |   |
| Cllr Mike Cuddy (MC)                    | Nominated Town and Community Council Representative           | Penarth Town Council                      |
| Huw Jakeway (HJ)                        | Chief Fire Officer  | South Wales Fire & Rescue Service         |
| Anne Wei (AW)                           | Strategic Partnership and Planning Manager                    | Cardiff and Vale University Health Board  |
| Peter Greenhill (PG)                    | Head of Local Delivery Unit                                   | National Probation Service Wales          |

|   | <b>Actions</b> |
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| <p><b>1. Welcome and Introductions</b></p> <p>NM welcomed everyone to the meeting and introductions were made.</p>  |                |
| <p><b>2. Apologies</b></p> <p>See above.</p>  |                |
| <p><b>3. Minutes of the Public Services Board 7<sup>th</sup> July 2016</b></p> <p>The minutes of the previous meeting were agreed.</p>  |                |
| <p><b>4. Food Poverty and School Holiday Enrichment Programme</b></p> <p>SD introduced the Food and Fun School Holiday Enrichment Programme. The programme was targeted at children from low income families who are more likely to experience food insecurity, family stress, social isolation and poor health during school holidays. This was a pilot project for the Vale of Glamorgan following a successful project run in Cardiff during summer 2015. The programme ran for a 3 week period in the summer school holiday, providing sports and nutritional activities 4 days a week. It was targeted at 10 and 11 year olds in the transitional year 6 and 7 school years. The programme provided breakfast and lunch for participants and work was undertaken in partnership with the Communities First team to identify 40 at risk households for the programme.</p> <p>The programme was hosted at the Bryn Hafren and Barry Comprehensive School sites with boys and girls split separately between the two sites. Due to the separation Cardiff University chose to undertake a study based on the differing experiences. As a result of agreeing to partake in the University study participants were allocated pedometers and given a £10 gift voucher. The evaluation report will be available in November.</p> <p>Participants were involved in a range of different activities, specifically receiving talks on the nutritional value of food from the Public Health Wales team. Participants were asked to undertake at least one hour of physical activity each day. This was aided in Bryn Hafren by the programme co-ordinator being the Head of Dance, culminating in a street dance workshop at the end of the 3 weeks.</p> <p>Going forward the programme is seeking further funding from the WLGA as the organisation was match funding the project. It is hoped that in the future the programme could involve additional Public Services Board members.</p> <p>The project had a slow start with just 2 pupils in each school but this was due largely to the very short timescales involved in developing the project, although the programme had been promoted on Bro Radio. The limited interest led to the programme being extended to a wider age group of seven to thirteen year olds. Parents were encouraged to join the programme every Thursday to be involved and join participants for lunch. The project involved 6<sup>th</sup> form students from Bryn Hafren and Barry Comprehensive School who volunteered to help with the</p> |                |

programme. Over the two weeks of the programme 196 children were involved at the Barry Comprehensive school site and 188 children involved at the Bryn Hafren Comprehensive school site. In addition, at Barry Comprehensive school 20 meals were served to parents and 18 meals to siblings over the three Thursdays. At Bryn Hafren Comprehensive school 28 meals were served to parents and 23 meals to siblings over the three Thursdays.

SD said that he would circulate the evaluation report on the programme following its release.

RU proposed that the Vale of Glamorgan catering team should be congratulated on leading the way in tackling food deprivation in school holidays. This work was undertaken as part of a wider workstream in the Vale, working towards the development of a food charter, with input from the Local Authority, Housing Associations, growers and food suppliers.

KM proposed that if the college could provide any support with facilities and buildings or the use of college chefs and football and rugby academies then it would be very willing. KM extended an invitation to SD and RU to attend a meeting on the shortage of people in the food industry.

MJ echoed the positive effect on educational attainment that programmes such as this can have and commended the Vale of Glamorgan catering team's performance. MJ proposed that future programmes could be looked at as a means to further safeguard children and would be a programme that the Police would assist with and support in the future, and an opportunity to involve Police Youth Volunteers.

Both VJ and BT echoed MJ's support and proposed that the Fire and Rescue Service and Welsh Ambulance Service could support a future programme.

RT enquired, with five Local Authorities being involved in the project, whether there was certainty that funding would be secured for next year. SD clarified that funding has not yet been confirmed and meetings were planned with the WLGA to confirm the future funding structure. RT questioned if funding were to be available whether it would be made available to all of Wales. SD explained that it is anticipated that funding will be made to the whole of Wales and for all school holiday periods.

NM proposed that the programme would provide an opportunity for the Youth Forum and Youth Cabinet to be involved and encourage wider participation in the Youth Forum.

RT stated that the power of the programme has been proven by PSB members wishing to be involved in any future programmes. There is also an opportunity to bring in additional teams from around the Council, and this could encourage the project to become self-sustaining.

Contact details for Vale of Glamorgan Catering Team and Public Health

- Carole Tyley – [Ctyley@valeofglamorgan.gov.uk](mailto:Ctyley@valeofglamorgan.gov.uk)
- Symon Davey – [sdovey@valeofglamorgan.gov.uk](mailto:sdovey@valeofglamorgan.gov.uk)
- Rhianon Urquhart – [Rhianon.Urquhart@wales.nhs.uk](mailto:Rhianon.Urquhart@wales.nhs.uk)

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| The contact details of partners will be forwarded to the Council’s catering team.   | LF |
| <p><b>5. Community Strategy Annual Report 2015/16</b></p> <p>HI introduced the Community Strategy Annual Report which provides an update on progress against the Community Strategy and the Delivery Plan. The Community Strategy was agreed in in 2011 and includes ten priority outcomes, and the report outlines progress all of the priorities. The Delivery Plan was agreed in 2014 and focuses on tackling poverty and the Annual Report illustrates progress against the workstreams in the Delivery Plan. These will eventually be replaced by the Well-being Plan when it is published in 2018.</p> <p>This Annual Report is very much a snapshot of achievements over the year and complements the annual Core Indicators report and twice yearly Delivery Plan progress reports.</p> <p>The Community Strategy Annual Report will be replaced in the long-term by the Well-being Plan Annual Report.</p> <p>The Annual Report was agreed by the PSB and will be translated and published.</p>  | HM |
| <p><b>6. Ageing Well Plan Progress Report</b></p> <p>HM presented the Ageing Well Plan Progress Report. The plan had been produced in 2015 at the request of the Older People’s Commissioner and this is the first progress report. The plan is structured around 5 Ageing Well themes:</p> <ol style="list-style-type: none"> <li>1. Age Friendly Communities</li> <li>2. Dementia Supportive Communities</li> <li>3. Preventing Falls and Fractures</li> <li>4. Access to Employment, Education and Training</li> <li>5. Reducing Social Isolation and Loneliness</li> </ol> <p>It is likely that the plan will eventually be incorporated into the Well-being Plan.</p> <p>John Porter the Council’s Older People’s Strategy Co-ordinator who had drafted the Ageing Well Plan has been working with lead officers to provide updates against the Plan. This report provides a flavour of the type of work that has been undertaken as part of the older people’s agenda in the Vale of Glamorgan. HM highlighted that some of the figures contained within the progress report, especially those relating to health and social care statistics, cover Cardiff and the Vale.</p> <p>HM explained that the Vale is very fortunate to have an active 50+ Forum that has been and can be used by all partners for engagement and consultation. HM provided an update against the 5 themes.</p> <p>SH asked about the baseline information that had been used to inform the plan and if progress could be reported against it to help illustrate the progress to date.</p> <p>HM agreed to include more information regarding outcomes and measurable progress in the next report.</p> | HM |

BT informed the Board that the Welsh Ambulance Service is piloting a community paramedic service in Llantwit Major and it would be interesting to work with John to extend the project. HM to provide John's contact details.

## **7. Well-being Assessment Update**

HM provided the Board with an update on the progress of the Well-being Assessment and work that has been undertaken over the summer. The Let's Talk engagement has been undertaken including the Well-being Survey and various engagement activities which have occurred in parallel with the Population Needs Assessment.

A workshop has been organised for November to work through some of the findings and draw out the key points coming through the analysis, focusing on areas where there may be scope for further analysis. HM informed the group that the Board has to consult on the assessment and it is intended that rather than a collection of raw data, that the assessment will give some direction.

Work has been undertaken to produce a structure for the Assessment and this was presented to the Board. HM explained that the assessment is envisaged to be made up of a package of different components: a comprehensive overview document, a detailed engagement report, a detailed evidence report and a directory or database where the information has been taken from. At the November workshop the Board will have the opportunity to work through some of the key findings arising from the assessment. The draft for consultation will then be presented to the Board in December for sign off prior to consultation with the public and stakeholders.

HM talked the Board through the engagement report. The report provided an overview of the different responses received through the engagement work from different age groups and housing sectors, and responses ranging from the importance of community spirit to problems with anti-social behaviour. A consistent response that emerged throughout the engagement process was the importance of the physical environment in contributing to overall well-being.

FH presented the draft Healthy Lifestyle chapter to the Board as an example of how the assessment would be structured. FH explained that this is a first draft chapter and has yet to be sent to relevant stakeholders, in particular the Public Health Team, for consultation. Comments are requested from all partners to help shape the chapters.

BT enquired whether there was scope to engage with community based forums to further shape the assessment. FH advised that 300 or so survey respondents said that they were interested in being involved in the focus groups; however, very few of these responded when invited to the focus groups organised in September. It is planned that these focus groups will now be held in the new year.

HM explained that the assessment is being seen as a two year process and we are now starting the conversations and building that into our work. HM informed the Board that conversations with Welsh Government were demonstrating an appreciation on their part that expectations and timescales are challenging.

MJ stated that it was obvious that much work has been undertaken through the Summer; in November it will be necessary to have some focus and learning shared by partners to highlight opportunities for partners to add value to the assessment.

PV said he supported the approach being taken by the PSB and suggested that it is important to communicate to people that their views have been taken into account, and to reflect what we are doing about these views - a 'you said', 'we did' approach.

GOS echoed PV's support for the approach and noted that it will be necessary for partners to be wary of silo-thinking, whereby partners begin pursuing their own agendas through the assessment.

FH said that there is an awareness that many issues will be cross-cutting in nature, in particular that the environment will be reflected in many of the different sections. HM stated that it is important to note that the Well-being Plan isn't necessarily going to follow the same structure as the assessment.

SH suggested that a great job has been done so far on the assessment and was heartened to hear partners saying the same things. It will be necessary at the November workshop to digest this work and move towards cross-cutting themes to be reflected in the Well-being Plan.

HM noted that if the Board was broadly happy with the direction being taken, work will continue to enable meaningful discussion at the November workshop and consideration of a draft in December.

NM advised that even after publication it is intended that the assessment be a live document and continue to be developed

## **8. UHB Big Improvement Goals**

SH gave a presentation on the UHB BIG Improvement Goals. These have been developed to align with the work being undertaken in partnership through the PSBs in the Vale and Cardiff and are framed within the UHB 'Shaping Our Future Wellbeing Strategy'. They have been developed to help communicate key messages to staff about the UHB's goals and to bring the strategy alive.

**Goal 1 is 'In Hospital – Re-organise the way we use our medical beds'**- This is about shifting resources and ensuring that hospital beds are being occupied by those who need them. A Day of Care audit identified that 23% of patients in UHW beds do not meet the criteria for secondary care; in University Hospital Llandough the figure is 42%. A pilot approach has been developed to help test new ways of working, learn from them and improve. This involves a prototype "half ward" for those waiting for nursing or residential placements.

**Goal 2 is 'In Community – The perfect locality, focusing on home first'**- By December 2016 a 'perfect locality' will be designed in terms of what it would look like from the perspective of the community. It is important to get resources out

to the community and this goal is about place-based planning, care and delivery and ensuring connectivity across services. GP services are often the cornerstone within a community and work is taking place with GP clusters across the Vale. It is also important to get the terminology right regarding community/locality/neighbourhood. In the Vale there are some energetic and forward thinking GP clusters who will be instrumental in making this happen. The perfect locality will build on existing area plans, needs assessments, cluster priorities and good practice.

**Goal 3 is 'Outcomes that matter to people - reducing harm, waste and unwanted clinical variation'**- This is about avoiding waste and duplication. The two areas of focus for the initial pathfinders which will reduce variation and improve patient outcomes are musculoskeletal care and eye care. Detailed scopes for the pathfinders have been prepared based on benchmarking.

SH advised that the UHB is optimistic about the pace and momentum for the goals and asked the PSB how they would like input into the BIG priorities. MJ raised the importance of befriending services and maximising the capital within our communities.

BT was enthusiastic about the opportunities for shared learning and was keen to be involved.

KM offered for the college to work with the UHB to help design and promote messages e.g. around the cost of wasted appointments. She referred to a successful project they had undertaken with Welsh Water regarding reducing waste.

RT was keen to make links with preventative work and recognised the benefits for all partners if these goals are successfully delivered.

**9. "Making a Difference: Investing in Sustainable Health and Well-being for the People of Wales"**

SH tabled the Making a Difference Executive Summary document for discussion by the Board. SH explained that this is an evidence-based document which outlines some of the actions needed to make the biggest difference in delivering sustainable health and well-being.

HM noted the accessible format of the Summary and suggested that a similar style may be adopted in the production of the Well-being Assessment Overview document.

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| <p><b>10. Social Services and Well-being Act Update</b></p> <p>SH explained that the implementation of the Social Services and Well-being Act is being overseen by the Regional Partnership Board. The suggested governance structure has been signed off; however it is worth the PSB noting that there is limited value in the two Boards working in silos to differing agendas. This is especially important in the context of the two Assessments and avoiding duplication.</p> <p>NM echoed SH’s point that the agendas of the two Boards need to align and there must be an awareness by the members of both Boards of the work that is being undertaken.</p>   |    |
| <p><b>11. PSB Forward Work Programme</b></p> <p>RT advised that the Councils’ Cabinet had referred a report on Youth Employment levels t to the PSB for consideration. The focus of the report is the level of youth, or younger employment in public services.</p> <p>PV advised that the question of apprenticeships had also been raised at the Cardiff Public Services Board.</p> <p>KM suggested that apprenticeships offer a good way to bring in talent to an organisation; ICT apprenticeships have been particularly successful. KM stated that she would be happy to talk about the new Apprenticeship Levy at the next PSB and this would probably tie in with a discussion of the employment of young people within our organisations.</p> <p>HM suggested that this issue be included on the agenda of the Improving Opportunities Board and for the discussion to be fed back to the PSB.</p> | HM |
| <p><b>12. Any Other Business</b></p>  |    |
| <p>GOS explained that Natural Resources Wales are currently working on two pieces of work that will be of interest to the PSB. These will be put on the agenda for the December meeting of the group. These are the climate change risk assessment and State of Natural Resources reports.</p>  |    |
| <p><b>Date of Next Meeting</b><br/>15<sup>th</sup> December 2pm, Committee Room 2, Civic Offices, Barry</p> <p><b>Workshop</b><br/>11<sup>th</sup> November 2- 4.30 pm, Corporate Suite, Civic Offices, Barry</p>   |    |