



**Vale of Glamorgan Public Services Board**  
**18<sup>th</sup> April 2018**  
**Minutes**

<b>In attendance:</b>		
<b>Name</b>	<b>Title</b>	<b>Organisation</b>
CLlr John Thomas (JT)	Leader	Vale of Glamorgan Council
Rob Thomas (RT)	Managing Director	Vale of Glamorgan Council
Vaughan Jenkins (VJ)	GM – Operations Department (Vale of Glamorgan and Bridgend)	South Wales Fire & Rescue Service
Gareth O’Shea (GOS)	Executive Director of Operations - South Wales	Natural Resources Wales
Fiona Kinghorn (FK)	Deputy Director of Public Health	Cardiff and Vale UHB
Stuart Parfitt (SP)	Chief Superintendent	South Wales Police
Judith Cole (JC)	Deputy Director Workforce and Social Partnerships (Local Government)	Welsh Government
Emil Evans (EE)	Vice Principal	Cardiff and Vale College
Abigail Harris (AH)	Executive Director of Strategy and Planning	Cardiff and Vale University Health Board
Mark Brace (MB)	Assistant Commissioner	South Wales Police and Crime Commissioner
Helen Warner (HW)	Operations Manager	Community Rehabilitation Company
<b>Also in Attendance</b>		
Anne Wei (AW)	Strategic Partnership and Planning Manager	Cardiff and Vale UHB
Huw Isaac (HI)	Head of Performance and Development	Vale of Glamorgan Council
Helen Moses (HM)	Strategy and Partnership Manager	Vale of Glamorgan Council
Lloyd Fisher (LF)	Policy Officer	Vale of Glamorgan Council
<b>Apologies:</b>		
Rachel Connor (RC)	Executive Director	Glamorgan Voluntary Services
CLlr Mike Cuddy (MC)	Nominated Town and Community Council Representative	Penarth Town Council
Hannah Williams (HW)	Head of South Wales One	National Probation Service
Victoria Harris (VH)	Head of South Wales	Community Rehabilitation Company
Robert Tooby	Assistant Director of Operations	South Wales Ambulance Trust

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	Actions
<p><b>1. Welcome and Introductions</b></p> <p>JT 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 29<sup>th</sup> January 2018</b></p> <p>The minutes of the previous meeting were agreed.</p>	
<p><b>4. Our Vale – Our Future : The Well-being Plan</b></p> <p>HI introduced a report on the Vale of Glamorgan PSB Well-being Plan, Our Vale-Our Future. The purpose of the report was to ensure the final approval of the Well-being Plan, to facilitate further discussion on how best to implement the Well-being Plan, and agree the role of objective leads and the first steps needed.</p> <p>HI advised that the Plan has been taken through the internal governance structures of the four statutory partners and has been approved. The Plan will be formally launched at the Gallery in Llandough Hospital on Tuesday 22<sup>nd</sup> May; the Strategy and Partnership team are working with colleagues from the Cardiff and Vale University Health Board to finalise the arrangements for the event. Invitations will be circulated and it is hoped that as many PSB partners as possible will be able to attend.</p> <p>The PSB were asked to formally approve the Well-being Plan for publication. The Plan was agreed by the PSB for publication, the Plan will be published on the Council’s website by Friday 4<sup>th</sup> May in line with the statutory guidance on the Act. Partners were asked to make the Well-being Plan available on their individual websites.</p> <p>HI took the PSB through the second section of the report on the implementation of the Well-being Plan. It was noted that at the previous meeting in January there was a good discussion about how the implementation of the Plan should be taken forward but that a number of issues had needed to be discussed further. Following the January PSB meeting an Implementation Group, made up of the PSB’s four statutory partners who will lead on the four objectives had met to further develop the arrangements for implementing the Well-being Plan.</p> <p>It was explained that the Implementation Group considered the role of objective strategic leads and have suggested three key responsibilities. The three responsibilities are to champion a well-being objective, to facilitate wider strategic engagement and opportunities across partners, and to strategically lead a partnership approach to prioritised delivery of the plan. In addition to discussing the role of objective strategic leads, the Implementation Group suggested three steps for consideration by the PSB to ensure the correct foundations are in place to deliver the Plan. The three steps suggested are:</p> <ul style="list-style-type: none"> <li>• To map connections between the actions under each objective and with activities in other plans, for example the Area Plan and neighbouring Well-being Plans and to development work already underway.</li> </ul>	<p><b>All</b></p>

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<ul style="list-style-type: none"> <li>• To hold a strategy meeting for objective leads to discuss the outcome of the mapping exercise and who to involve in implementation discussions.</li> <li>• A series of delivery meetings or workshops to be organised to widen involvement in the discussions about priorities for 2018/19, identification of key individuals and the best mechanisms for delivery.</li> </ul> <p>FK advised that the Implementation Group had had a good discussion on the role of objective strategic leads and the role has now been clarified in order to facilitate implementation. FK explained that the discussions held through the Group and work undertaken by the Strategy and Partnership team to begin to map services has highlighted some of the possibilities for delivery. There is an acknowledgment however, that in implementation, objective leads will require input from all PSB colleagues.</p> <p>The recommendations outlined in the report were agreed to be taken forward by the PSB.</p> <p>HI explained that as part of the work to begin to implement the Plan it will be necessary to consider the existing partnership structures that sit under the PSB. The PSB were given an overview of the current position in relation to each of the strategic partnerships which are currently in place. HI suggested that at the next meeting of the PSB it would be worthwhile to agree structures and disband any redundant groups. GOS agreed that undertaking such an exercise would be useful for the next meeting. AH suggested that it may be the case that the action mapping exercise, to be undertaken through the implementation group, will highlight where work is already being undertaken through existing delivery groups. HM explained that some work has been reported to the Implementation Group which has identified some possible leads and delivery and reporting groups for different aspects of the Plan.</p> <p>HI asked the PSB to note the sections of the report that relate to both resources and performance management. Welsh Government funding has been made available to the PSB on a regional basis between Cardiff and the Vale of Glamorgan; funding has been shared equally between the PSBs. It was explained that work will need to be undertaken to put in place effective performance management arrangements and that work has been undertaken to consider indicators previously agreed by the PSB, national indicators, work being undertaken by the Local Government Data Unit and those identified by Cardiff PSB.</p> <p>MB suggested that the PSB have made a good start in considering the next steps, and that the mapping exercise will be a good exercise through which to identify some of these steps, but it will be important to ensure that all partners are involved in the implementation of the Plan.</p> <p>JT thanked the Implementation Group for the progress made.</p>	
<p><b>5. Website demonstration</b></p> <p>HM and LF presented the test Vale of Glamorgan PSB external website that is currently under development by the Strategy and Partnership team with the Council's Corporate Communications Team. Following the consultation and engagement activities undertaken to inform the Well-being Assessment and Plan, the website has been established in order to continue the development of the PSB 'brand'. Currently</p>	

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<p>information relating to the PSB is slightly hidden on the Council’s webpages. In establishing an independent website it is hoped that a better understanding of the PSB as a partnership will be further developed. The website will also be linked to a PSB Twitter account which will promote the work of the Board and continue the conversations started through our consultation and engagement activities.</p> <p>The website has been set out to give an overview of the PSB and its membership, its performance management and its meeting arrangements. It has also been developed to effectively display the Well-being Assessment and the qualitative and quantitative data and research which informed the assessment. It is hoped that as the website is developed further, this information will be displayed in a more innovative and interactive way.</p> <p>Alongside the Well-being Assessment, the full Well-being Plan, its executive summary and the individual objective profiles will be published on the new website. As part of the development of the Plan comprehensive feedback and a formal consultation response was received from the Future Generations Commissioner; this will also be published alongside the Well-being Plan.</p> <p>In addition to setting up a Twitter account, the website will include a Let’s Talk Engagement and Consultation webpage; this will include information about on-going PSB consultation and engagement activities and activities across the partnership. The page will also give information about the events being held across the Vale which are linked to the PSB’s four well-being objectives.</p> <p>Linked to the Let’s Talk brand, the PSB were asked to consider a Let’s Talk online question form, through which members of the public could submit a question or comment to the PSB for consideration at a meeting. GOS suggested that rather than limit the asking and answering of questions to scheduled PSB meetings that this should be something that can happen at any time. The PSB were supportive of the development of the Let’s Talk form and the further development of the PSB website as a whole.</p>	
<p><b>6. Asset Management – National Assets Working Group</b></p> <p>HI introduced a paper on Asset Management which has been developed following a letter from the Welsh Government Head of Estates and Professional Services which was circulated to all Public Services Boards asking whether a property/assets work stream exists within the PSB structure. The Welsh Government has funded a Welsh Public Sector Collaborative Estate pilot in the Cwm Taf area, and the letter asks the PSB to consider whether such an arrangement would be worthwhile in the Vale.</p> <p>AH informed the board that the Cardiff PSB does have an Estates group, which although it does not meet regularly, has proved useful to identify estates which are no longer fit for purpose and for which a partnership approach would prove useful. AH clarified that there are continuing conversations also between the Health Board and the Vale of Glamorgan Council which have been useful, especially as modes of working change, such as agile working, and a forum for these discussions may be of use.</p> <p>RT said that a group does exist for discussions across South East Wales; however, it would be useful to have conversations with PSB partners. HI suggested that estates colleagues from PSB partners be contacted to arrange a meeting. AH proposed that it</p>	<p><b>HM?</b></p>

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<p>might be worth a statement from the PSB to mandate these conversations.</p> <p>RT advised the PSB respond to the letter to reflect discussions and to circulate to colleagues to inform that these discussions have taken place. JC clarified that discussions through the Cwm Taf pilot were focused not just on buildings, but on wider aspects of estate management, also considering land and how it can be used. AH advised that discussions also link to conversations around sustainable and healthy travel and how people can access and travel to work sustainably.</p>	
<p style="text-align: center;"><b>7. Cardiff Capital Region City Deal – Joint Working Agreement Business Plan</b></p> <p>RT presented an update on the Cardiff Capital Region City Deal and the work on-going or planned in the Vale of Glamorgan. It was explained that the City Deal has been agreed due to the regional economy lagging behind the UK average and most other city regions across the UK; there has also been a history of weaker infrastructure investment than in other regions.</p> <p>Approximately 30 city deals have been agreed across the UK; however, the Cardiff Capital region is only the second deal agreed in a devolved nation, and the first in Wales. Work started to agree the deal in early 2015 and is a three way collaboration between 10 Local Authorities, the Welsh Government and the UK Government.</p> <p>The priority of the Capital Region deal is to create the conditions for a more competitive economy, to achieve this, three commitments have been agreed: to accelerate development, support jobs growth and create a more productive economy. The deal represents a £1.229 billion investment in the regional economy, although £735 million of this is committed to be invested in the development of the Metro scheme. It is hoped that the investment will result in a private sector investment of £4 billion.</p> <p>The Heads of Terms, in principle agreement, was signed by all partners in March 2016, and has set out a commitment to work on a number of themes including:</p> <ul style="list-style-type: none"><li>• Regional Infrastructure</li><li>• Transport Planning</li><li>• Supporting innovation and innovative activity</li><li>• Skills development</li><li>• Enterprise and business support</li><li>• Housing and regeneration</li></ul> <p>A legal Joint Working Agreement was signed by all partners in March 2017, which effectively ties in all partners and commits to a regional Cabinet governance arrangement. The regional Cabinet agreed its Business Plan in March 2018, the Business Plan is high level which provides a detailed framework but enables the regional Cabinet to be flexible and react to circumstances and opportunities. It is high level also due to the rigorous procedures and business case which must be completed in order for a project to be proposed for funding.</p> <p>The Business Plan has identified six strategic opportunities, these are:</p> <ol style="list-style-type: none"><li>1. Cardiff</li><li>2. Cardiff International Airport and Enterprise Zone</li><li>3. M4 Corridor - Junction 34</li></ol>	

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<p>4. Heads of Valleys Corridor 5. Mid Valleys 6. Newport</p> <p>In addition to the strategic opportunities, a number of specific opportunities have been identified, and work started, in the Vale of Glamorgan. Work has begun to improve the Five Mile Lane and to create a 60 mile an hour road alongside the existing road infrastructure. The completion date for this work is anticipated to be Christmas 2019.</p> <p>A consultation was launched yesterday on the potential to create connections between Junction 34 of the M4 and the A48. This has proposed two potential routes for a bypass, either east or west of Pendoylan, with potential for park and ride and bus and rail connections to be developed. Additional infrastructure work will also be undertaken soon to develop access between St Athan and the Aston Martin factory.</p> <p>Opportunities are being explored to work with partners to identify new uses for the Cardiff Airport Enterprise Zone and improve access to the area. There will also be a focus on the development of Barry, and specifically on developing Barry as a stay-over destination and the possibility of developing Hotel accommodation.</p> <p>FK said that it is exciting to see the potential of the projects being progressed through the City Deal, many of which link to the Well-being Plan. FK queried the potential to design into projects, and within the Housing strategic theme, healthy travel considerations as it would be worthwhile to include colleagues from the Public Health Wales' Sustainability Hub in City Deal conversations. RT explained that the plan for the Five Mile Lane development is to maintain and develop the old road to provide good access for cyclists; while the Junction 34, M4 scheme would look to build cycling and walking provision into the design. FK noted that there are many attractions across the Vale of Glamorgan, and considerations should be given to attracting people to the wider area as well as Barry Island. JT explained that the Local Authority are currently progressing a number of plans for the development of Barry.</p> <p>GOS said that for the PSB there will be a role in monitoring the activities developed through the City Deal to ensure these align with the priorities of the Well-being of Future Generations Act and ensure we are not trying to retrofit considerations such as environmental well-being after project decisions have been made. It would be good to involve Natural Resources Wales at the start of projects rather than providing feedback later down the line.</p>	
<p><b>8. Major Trauma Centre</b></p> <p>AH explained that following an extensive consultation and engagement exercise and in line with the recommendations of an independent expert panel the decision had been made to locate the Major Trauma unit for South Wales at the University Hospital of Wales in Cardiff.</p> <p>The emergency response unit and the helicopter service are well established at the Hospital; however, it is particularly key for a Major Trauma Centre to have both neurosciences and paediatrics on the same site; the University Hospital is the only site in South Wales with both. Through the consultation a number of recommendations were made, including making the helicopter service a 24 hour service. This decision will be</p>	

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<p>taken following a review of whether there is the required demand to support a 24 hour service.</p> <p>Following consultation the Major Trauma Centre has now been taken forward to the implementation phase, this will have significant revenue costs as there will be implications for staffing structures such as implementing 24 hour rotas; however, it was noted that the trauma centre will have the benefit of military personnel being seconded to the hospital, increasing resilience.</p> <p>AH explained that there will also be a capital cost associated with the centre as it is necessary to have an operating theatre at the front door to the hospital, which is not currently in place. It was clarified that due to such work it may be several years until the full implementation of the centre. It was explained that work is also underway to progress thoracic surgery in Wales, with discussions on whether there should be one specific unit for thoracic surgery located in Morriston Hospital in Swansea. A decision will be made on whether a consultation will be undertaken on the location for the thoracic surgery unit.</p>	
<p><b>9. Forward Work Programme</b></p> <p>FK advised that the National Obesity Strategy is currently under development and is likely to be out for consultation in the summer; following consultation the Strategy could be brought to a meeting in either September or October.</p> <p>AH suggested that the NHS Wales' response to the Parliamentary Review of Health and Social Care and National Strategy will be prepared by May and it would be of use to discuss with the PSB. There will be implications for the transformational fund, and as such it might be worth the Executive Director of Strategy and Planning and the Director of Social Services presenting the response to the PSB.</p> <p>GOS proposed that Section 6 of the Biodiversity Duty could be brought to the PSB in July or September alongside an update on Area Statements as previously discussed at the PSB.</p>	<p><b>FK</b></p> <p><b>AH</b></p> <p><b>GOS</b></p>
<p><b>10. Any Other Business</b></p> <p>HM advised that Welsh Government is hosting one of their regular one-to-one drop in sessions for PSBs next week. The Strategy and Partnership team will be attending with colleagues from the University Health Board to talk about the next steps to the implementation of the Plan and will feedback any comments to the PSB.</p> <p>JT advised that an invitation to the PSB Well-being Plan event in University Hospital Llandough will be circulated.</p>	<p><b>HM</b></p>
<p><b>11. Date of Next Meeting</b></p> <p>3<sup>rd</sup> July 2018, 2-4pm, Committee Room 2 Civic Offices</p>	

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