

<u>Attendees</u>	
Board Members:	
Councillor Huw Thomas (Chair)	Leader, Cardiff Council, (CC)
Maria Battle (Vice Chair)	Chair, Cardiff & Vale University Health Board, (C&V UHB)
Paul Orders	Chief Executive, Cardiff Council
Sarah McGill	Director - Corporate Director for People and Communities, CC
Sheila Hendrickson-Brown	Chief Executive Officer, C3SC
Mark Brace	Assistant Police and Crime Commissioner
Dai Bents	Group Manager, South Wales Fire & Rescue Service
Supt. Stephen Jones	South Wales Police
Hannah Williams	LDU Head for National Probation Service
Victoria Harris	Head of Local Delivery Unit, Wales National Probation Service
Jo Salway	Head of Cabinet Office, Welsh Government
Fiona Kinghorn	Deputy Director Public Health, C&V UHB
Abigail Harris	Director of Planning, C&V UHB
Gareth O'Shea	Executive Director Operations South Wales, NRW
Apologies:	
Len Richards	Chief Executive, C&V UHB
Huw Jakeway	Chief Fire Officer, South Wales Fire & Rescue Service
Peter Greenhill	Acting Head Cardiff and Vale of Glamorgan Local Delivery Unit
Sharon Hopkins	Deputy Chief Executive Officer, C&V UHB
Other attendees:	
Cllr Susan Elsmore	Chair, Cardiff & Vale Regional Partnership Board
Gareth Newell	Policy, Partnerships and Research Manager, CC
Nathan Swain (Clerk)	Principal Policy & Partnerships Officer, CC
Sereen Kutubi	Policy & Partnerships Officer, CC
Anne Wei	Strategic Partnership and Planning Manager , C&V UHB
Item 5	
Carolyne Palmer	Operational Manager, Prevention Services, CC
Lisa Wood	Operational Manager, Locality Services, CC

No.	Agenda Item	
1.	<p>Welcome and Introductions</p> <p>The Chair opened the meeting and noted apologies as above.</p>	
2.	<p>Public Services Board minutes and actions – 27 February 2018</p> <p>The minutes of the meeting held were agreed.</p> <p>Draft PSB Delivery Board minutes - 8 March 2018</p> <p>No issues raised.</p>	
3.	<p>Cardiff Well-being Plan</p> <p>The board was informed that all statutory partners had approved the Well-being Plan. Gareth O’Shea outlined the context of the NRW letter.</p> <p>AGREED:</p> <ul style="list-style-type: none"> • Approval of the Cardiff Well-being Plan for publication 	
4.	<p>Well-being Plan Governance and Reporting arrangements</p> <p>Gareth Newell gave an overview of the proposed governance arrangements. In relation to Resilient Growth it was highlighted that discussion was ongoing on whether a specific board was required – this was to be taken back to the PSB Delivery Board.</p> <p>Maria Battle highlighted there was still a need for consideration of the inter-relationships between the PSB and RPB.</p> <p>Gareth O’Shea highlighted that sustainability must run throughout the governance structure rather than being kept separate.</p> <p>Sheila Hendrickson-Brown questioned whether the Third Sector Representation Scheme, in place under the previous partnership delivery arrangements led by the LSB, will continue in the new delivery arrangement.</p> <p>AGREED:</p> <ul style="list-style-type: none"> • The proposed governance arrangements 	<p>Secretariat</p>

	<ul style="list-style-type: none"> • The draft terms of reference for each board • ‘Cardiff in 2018’ report to be published alongside well-being plan <p>ACTION:</p> <ul style="list-style-type: none"> • Inter-relationship and reporting arrangements between PSB and RPB to be confirmed • Review Third Sector Representation Scheme in the context of the new delivery arrangements 	<p>Secretariat Secretariat</p> <p>Gareth Newell</p> <p>Secretariat</p>
<p>5.</p>	<p>Single Point of Contact – the Preventative Approach</p> <p>Sarah McGill, Corporate Director for People and Communities, provided an overview of the First Point of Contact Preventative Approach.</p> <p>The progress made was noted, in particular the multi-agency focus on prevention and demand management across the system and improved outcomes for citizens.</p> <p>The applicability of the model to other services, for example services for families and early years was also noted.</p> <p>AGREED:</p> <ul style="list-style-type: none"> • Revisit this work in 12 months time 	<p>Secretariat / Sarah McGill</p>
<p>6.</p>	<p>Building Resilient Communities: Community Wellbeing Hubs and Engagement</p> <p>Sarah McGill, Corporate Director for People and Communities, provided an overview of Community Wellbeing Hubs. In developing new proposals, each area of the city will be reviewed to understand local demographics, map local services and buildings and local residents, partners and stakeholders will be consulted on their priorities.</p> <p>It was highlighted that Hubs and partner facilities could be factored in to emergency planning and business continuity plans.</p> <p>AGREED</p> <ul style="list-style-type: none"> • Partners to engage with neighbourhood services reviews • Hold future meeting of the PSB at Wellbeing Hub 	<p>All Secretariat</p>

7.	<p>AOB</p> <p>a) Well-being Plan Launch Event Danny Khan, HMP Cardiff Governor to be invited to Launch event</p> <p>b) Resilient Growth Workshop No action</p> <p>c) Forward Plan</p> <ul style="list-style-type: none"> • Air Quality focus to be made more explicit in Active Travel work, and to be brought back to the PSB for consideration in July. • Ely / Caerau project to be considered at a future meeting as part of wider work on early help access to services for children and families. This too to be considered in July. <p>d) AOB No action</p>	<p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p>
	<p>Dates of next meetings:</p> <ul style="list-style-type: none"> • PSB Delivery Board: 5 June 2018 • Cardiff Public Services Board: 20 July 2018 • Well-being Plan Launch Event: 8 May 2018, 16.00 – 18.00 	

Full PSB 1 May 2018 – Action Summary

Item	Actions	Responsible
2.	<p>Public Services Board minutes and actions</p> <p>Minutes agreed</p>	<p>Secretariat</p>
3.	<p>Cardiff Well-being Plan</p> <p>Agreed: Cardiff Well-being Plan approved for publication</p>	<p>Secretariat</p>
4.	<p>Well-being Plan Governance and Reporting arrangements</p> <p>Agreed:</p> <ul style="list-style-type: none"> • Proposed governance arrangements to be implemented • The draft terms of reference for each board approved • ‘Cardiff in 2018’ report to be published alongside well-being plan <p>Action:</p> <ul style="list-style-type: none"> • Inter-relationship and reporting arrangements between PSB and RPB to be confirmed • Review Third Sector Representation Scheme in the context of the new delivery arrangements 	<p>Secretariat Secretariat Secretariat</p> <p>Gareth Newell</p> <p>Secretariat</p>
5.	<p>Single Point of Contact – the Preventative Approach</p> <p>Agreed:</p> <ul style="list-style-type: none"> • Revisit First Point of Contact Preventative Approach work in 12 months time 	<p>Secretariat</p>
6.	<p>Building Resilient Communities: Community Wellbeing Hubs and Engagement</p> <p>Agreed:</p> <ul style="list-style-type: none"> • Partners to engage with neighbourhood services reviews • Hold future meeting of the PSB at Wellbeing Hub 	<p>All Secretariat</p>

7.	<p>AOB</p> <p>Danny Khan, HMP Cardiff Governor to be invited to Launch event</p> <p>Air Quality focus to be made more explicit in Active Travel work, and to be brought back to the PSB for consideration in July.</p> <p>Ely / Caerau project to be considered at a future meeting (July) as part of wider work on early help access to services for children and families.</p>	<p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p>
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