

Cardiff Executive Public Services Board
Minutes of meeting held
Thursday 4 August 2016, 10am – 12 noon
Conference Room, The Old Library,
The Hayes, Cardiff



Attendees:		
Statutory Board Members:		
Paul Orders (Chair)	Chief Executive, City of Cardiff Council	
Gareth O'Shea	Executive Director for Operations South Wales, Natural Resources Wales	
Sharon Hopkins	Director of Public Health, Cardiff & Vale University Health Board	
Abigail Harris	Director of Planning, Cardiff & Vale University Health Board	
David Bents	Group Manager Operations, South Wales Fire and Rescue	
Invited Participants:		
Sheila Hendrickson-Brown (Vice-Chair)	Chief Executive Officer, C3SC	
Chief Constable Peter Vaughan	South Wales Police	
Belinda Davies	Chief Superintendent, South Wales Police	
Eleanor Marks	Deputy Director Communities Division, Welsh Government	
Apologies:		
Mark Brace	Assistant Police and Crime Commissioner	
Peter Greenhill	Community Rehabilitation Company	
Anne Wei	Strategic Partnership and Planning Manager, Cardiff & Vale University Health Board	
In attendance:		
Joseph Reay	Head of Performance and Partnerships, City of Cardiff Council	
Gareth Newell	Policy, Partnerships and Citizen Focus Manager, City of Cardiff Council	
Kate Ward	Principal Policy Officer (Partnerships and Public Services), City of Cardiff Council	
Tim Gordon (Item 5)	Head of Communications/External Affairs), City of Cardiff Council	
Andrea Currie (Item 5)	Media Advisor, City of Cardiff Council	
Dr Adam Fletcher (Item 8)	Y Lab	
Jess Hoare (Item 8)	Nesta	
Jonathan Day (Item 10)	Economic Development Manager, City of Cardiff Council	
Paul Carter (Item 11)	Operational Manager, Transportation, City of Cardiff Council	
Gail Bodley-Scott (Item 11)	Section Leader, Transportation, City of Cardiff Council	

	<p>Nici Evans (Item 13)</p> <p>Sr Anna Sussex (item 13)</p>	<p>Partnership Delivery Team Leader, Cardiff and Vale University Health Board</p> <p>Frequent Attendees Caseload Manager, Cardiff and Vale University Health Board</p>	
1.	Chairing	<p>It was agreed that PO would act as Chair of the Executive Public Services Board and Sheila Hendrickson-Brown as Vice-Chair.</p>	
2.	Welcome and Apologies	<p>Apologies were noted as above.</p>	
3.	Membership	<p>Membership of the Board was noted as per papers, with one amendment: David Bebb has moved to a different role so Victoria Harris will represent the Community Rehabilitation Company.</p>	
4.	Public Services Boards minutes and actions	<p>Draft minutes from the PSB meeting on 24 May 2016 and the PSB partners meeting on 28 June 2016 were noted and an update on resulting actions given.</p>	
5.	EU referendum	<p>An update on cohesion issues since the EU referendum was given. Although there had been an initial spike in the number of reported hate crimes, this has now dropped and figures are currently lower than at the same point last year. Police colleagues continue to monitor the situation carefully and are working with partners to improve intelligence around unreported incidents and to give communities reassurance.</p> <p>TG and AC presented proposals for an engagement campaign to promote positive messages around cohesion, 'One_Cardiff: It's all about the people'. The Executive PSB discussed the need for common branding for the city and for partner initiatives; resourcing for the campaign; providing reassurance for citizens whose experiences in Cardiff may be more challenging; and the diversity of particular areas in the city compared to others.</p> <p>The Board agreed that:</p> <ul style="list-style-type: none"> - The One_Cardiff engagement campaign should proceed taking on board the comments and proposals put forward by the Board - Prevent is to added to a future Executive PSB agenda - Heavenly are to attend the 26 September Executive PSB meeting to discuss Cardiff branding - A meeting should be convened between the Chair, Aled Edwards, SH-B, SMcG, and BD to discuss the strategic relationship with BME communities. 	<p>TG</p> <p>Partnership Team</p> <p>Partnership Team</p> <p>PO</p>

<p>6.</p>	<p>Assessment of Local Well-being and Local Well-being Plan GN presented a detailed timeline for the production of the Well-being Assessment, which will be presented using the seven Cardiff outcomes as well as the national goals. The Liveable City report 2016 will form an 'executive summary' for the assessment and will be used as the basis for a programme of engagement with partners' management teams, communities, and stakeholders such as the Youth Council. The priorities workshop which is being planned for the PSB's 1 December 2016 meeting will allow partners to take a broad look at how we will deliver the Future Generations Act in Cardiff and what our concrete priorities are.</p> <p>The Board agreed the direction of travel for producing the Assessment and Plan. GO'S offered to provide a broader data set and NRW will discuss with Partnership Team.</p>	
<p>7.</p>	<p>Locality working Following the PSB's request that neighbourhood working should be reviewed, SMcG presented proposals for the development of a social infrastructure strategy for the city to provide the basis for planning on a neighbourhood level. Partners were very supportive of the approach, and discussed how strategic and local planning could be properly linked; designing at a local level while meeting national standards; the importance of assets; and finding new ways to work with communities.</p> <p>The Board agreed that the approach should be pursued via a pathfinder project and that this work should encompass existing projects such as the redesign of older people's services in Llanishen and the 'perfect locality' work.</p> <p>SMcG to establish a locality working/social infrastructure working group to design principles and next steps and return to the Executive PSB meeting on 26 September 2016 to report on progress.</p>	<p>SMcG</p>
<p>8.</p>	<p>Public Services Innovation Hub Y Lab presented proposals for a scoping exercise to design a public services innovation hub.</p> <p>Y Lab to meet Executive PSB members to develop an operating model for the innovation hub and report back to the Executive PSB at its 14 November 2016 for final proposals to be agreed at the PSB's 1 December 2016 meeting.</p>	<p>Y Lab/Partners</p>
<p>9.</p>	<p>Liveable Cities Advisor GN gave a verbal update on the PSB's request for a Liveable Cities Advisor to the Board to be appointed. It is proposed that appropriate advisors will be appointed on 12 month contracts in order to provide advice and challenge to the PSB to help deliver the requirements of the Future Generations Act.</p>	<p>GN</p>

	<p>The Board agreed that Allison Dutoit of Gehl Architects should be approached to act as Liveable Cities Advisor for the next twelve months. Further information about Allison and her work to be distributed to PSB partners.</p>	GN
10.	<p>Economic Development JD presented an update on the Cardiff Business Improvement District and the Cardiff Capital Region Growth and Competitiveness Commission. The BID Board should be established by November 2016.</p> <p>Agreed that Simon Phillips as Chair of the BID Task Group should be invited to attend a future Executive PSB meeting.</p>	Partnership Team
11.	<p>Cardiff Cycling Strategy PC and GB-S presented proposals for the development of a Cycling Strategy. The Board discussed the links between the Strategy and public health, implications for partners' workforces and broader levers such as climate change.</p> <p>Agreed that details of the Cycling workshop planned for September should be forwarded to partners to attend.</p>	Partnership Team
12.	<p>Governance and Reporting Arrangements The proposals which had been circulated with papers were agreed.</p>	
13.	<p>A&E Frequent Attenders project NE and AS presented an update on the A&E frequent attenders pilot which has focused on seven frequent attenders initially, and has seen a 95% decrease in costs over the three months of the project and an 87% decrease in visits. The Board discussed data sharing around the frequent attenders.</p> <p>The Board agreed its support for the project's bid to the CareMore fund for funding to extend the pilot, which would see a multiagency team working with up to 70 patients a month. Partners' staff will be supported to attend the project's meetings as required.</p>	
14.	<p>AOB Discussed as per the agenda.</p>	
15.	<p>Dates of future PSB meetings Dates had been distributed with papers.</p>	

	Actions	
ITEM 5	<p>EU referendum</p> <ul style="list-style-type: none"> - The One Cardiff engagement campaign should proceed taking on board the comments and proposals put forward by the Board - Prevent is to added to a future Executive PSB agenda - Heavenly are to attend the 26 September Executive PSB meeting to discuss Cardiff branding - A meeting should be convened between the Chair, Aled Edwards, SH-B, SMcG, and BD to discuss the strategic relationship with BME communities. 	<p>TG</p> <p>Partnership Team Partnership Team</p> <p>PO</p>
ITEM 6	<p>Locality working</p> <p>SMcG to establish a locality working/social infrastructure working group to design principles and next steps and return to the Executive PSB meeting on 26 September 2016 to report on progress.</p>	SMcG
ITEM 8	<p>Public Services Innovation Hub</p> <p>Y Lab to meet Executive PSB members to develop an operating model for the innovation hub and report back to the Executive PSB at its 14 November 2016 for final proposals to be agreed at the PSB meeting on 1 December 2016.</p>	Y Lab/Partners
ITEM 9	<p>Liveable Cities Advisor</p> <p>The Board agreed that Allison Dutoit of Gehl Architects should be approached to act as Liveable Cities Advisor for the next twelve months.</p> <p>Further information about Allison and her work to be distributed to PSB partners.</p>	<p>GN</p> <p>GN</p>
ITEM 10	<p>Economic Development</p> <p>Agreed that Simon Phillips as Chair of the BID Task Group should be invited to attend a future Executive PSB meeting.</p>	Partnership Team
ITEM 11	<p>Cardiff Cycling Strategy</p> <p>Agreed that details of the Cycling workshop planned for September should be forwarded to partners to attend.</p>	Partnership Team