

Cardiff Executive Public Services Board

Draft minutes

Wednesday 7 June 2017

10am – 12pm, Room 131b, City Hall



Attendees:

Statutory Members:

Paul Orders (Chair)	Chief Executive, Cardiff Council (CC)
Abigail Harris	Director of Planning, Cardiff & Vale University Health Board (C&V UHB)
Fiona Kinghorn	Interim Director of Public Health (C&V UHB)
Gareth O'Shea	Executive Director for Operations South Wales, Natural Resources Wales
David Bents	Group Manager Operations, South Wales Fire and Rescue

Invited Participants:

Sheila Hendrickson-Brown (Vice-Chair)	Chief Executive Officer, C3SC
Mark Brace	Assistant Police and Crime Commissioner South Wales Police
Chief Spt. Belinda Davies	Head of Local Delivery Unit, Wales Community Rehabilitation Company
Victoria Harris	

Apologies:

Sarah McGill	Director Communities, Housing & Customer Services (CC)
Peter Greenhill	Head Local Delivery Unit, National Probation Service
Eleanor Marks	Deputy Director Communities Division, Welsh Government
Tony Young	Director of Social Services (CC)
Anne Wei	Strategic Partnership & Planning Manager (C&V UHB)
Nathan Swain	Principal Policy & Partnerships Officer (CC)

In attendance:

Joseph Reay	Head of Performance and Partnerships (CC)
Gareth Newell	Policy, Partnerships and Research Manager (CC)
Clive Bailey	Policy and Partnerships Officer (CC)
Sreen Kutubi	Policy Officer (CC)

Item 3

Louise Bassett	Partnership Delivery Team Leader (CC)
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Item 4

Jane Thomas	Assistant Director, Communities, Housing & Customer Services (CC)
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Item 7

Stephanie Kendrick-Doyle	Community Safety Manager (CC)
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1.	<p>Welcome and Apologies</p> <p>The Chair opened the meeting. Apologies were noted as above.</p>	
2.	<p>Public Services Board Minutes and Actions</p> <p><u>Executive PSB</u></p> <p>The minutes of the meeting held on 10 March 2017 were agreed. Updates on actions were given with the following continuing to be progressed:</p> <p>Actions being progressed:</p> <ul style="list-style-type: none"> - Chair/AH/SMG to discuss the relationship between the Catapult Bid and the Innovate UK Bid - Chair and AH to discuss the relationship between HEART and the City Deal. <p>AGREED that:</p> <ul style="list-style-type: none"> - An options paper be prepared by the PSB skills academy task and finish group to scope out opportunities for professional development of public services managers. The paper to be considered at the next Executive PSB meeting in August. <p><u>PSB</u></p> <p>The draft minutes of the full PSB meeting held 21 March 2017 and updates on actions were tabled for information. No further actions were raised.</p>	<p>Chair/AH/SMG</p> <p>Chair/AH</p> <p>Secretariat</p>
3.	<p>Communities First Outline Plan</p> <p>Louise Bassett (Partnership Delivery Team Leader) from Cardiff Council presented the latest position in respect of the phased closure of the Communities First Programme and the emerging proposals for replacement programmes.</p> <p>It was agreed that funding and commissioned services need to be more greatly aligned at the community-level, and that this duplication/misalignment be tackled as part of this work.</p> <p>It was noted that this issue was currently being taken forward by the ‘Tackling Poverty Board’, which reports to the PSB. It was agreed that the governance of both the development and delivery of the new programmes report clearly in to the PSB, and that this be considered in the forthcoming review of partnership governance.</p> <p>Partners will be invited to workshops in July where the new proposals can be shaped.</p>	

	<p>AGREED that:</p> <ul style="list-style-type: none"> - The timetable of consultation activities as set out in the presentation to be followed. - An options paper along with the results from consultation to be considered by the Executive Public Services Board with the intention that it is tabled at the next meeting of the Executive PSB in August. 	<p>Secretariat</p> <p>Louise Bassett</p>
<p>4.</p>	<p>Rough Sleeper Strategy 2017-2020</p> <p>Jane Thomas (Assistant Director, Communities, Housing & Customer Services, Cardiff Council) gave a presentation outlining the vision and key issues covered by the strategy.</p> <p><i>Actions so far:</i></p> <ul style="list-style-type: none"> - Cabinet approval obtained in March 2017 - Action plan drafted - projects to be taken forward with partners. - A partnership working group has been established involving housing and the police - membership to be extended to include other key partners. 	
<p>5.</p>	<p>Cardiff Local Well-being Plan</p> <p>Discussion was held on the draft well-being objectives proposed by the PSB's Policy Advisory Group. Amendments were noted.</p> <p>The need to set outcome indicators and a set of long term targets for the city to aspire to / measure progress was agreed.</p> <p>AGREED:</p> <ul style="list-style-type: none"> - The framework and format for presenting draft well-being objectives to the Future Generations Commissioner for advice. - The draft well-being objectives are further refined by the Policy Advisory Group and presented to the Public Services Board for discussion and agreement at its meeting, 23 June 2017. 	<p>Secretariat</p>
<p>6.</p>	<p>Innovation Hub Proposals</p> <p>At the last meeting of the full PSB it was agreed that a pilot project would be carried out on one challenge area. The pilot to be funded by the Council and Cardiff and Vale University Health Board. NESTA will develop the criteria for the project before ideas for the challenge area are invited from public service partners.</p> <p>AGREED to :</p> <ul style="list-style-type: none"> - Seek suggestions for challenge areas based on the provisional well-being objectives, following the next meeting of the full PSB, 23 June 2017; - Establish an Innovation Hub PSB sub-group to evaluate and judge the challenge area proposals that come forward; 	<p>Secretariat</p> <p>Secretariat</p>

	<ul style="list-style-type: none"> - Note that a designated Executive Sponsor appropriate for the chosen challenge area will be required; - Commit to providing time and resources internally to support delivery against the chosen challenge area; - Receive updates on the progress of the innovation team following the completion of each stage of work; - The pilot challenge area being brought to the August meeting of the Executive PSB for approval; - Representatives of the Innovation Hub PSB sub-group to meet with the Future Generations Commissioner’s Office for any input. 	<p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p>
<p>7.</p>	<p>Inclusive Cities Project</p> <p>Stephanie Kendrick-Doyle (Community Safety Manager) gave an overview of the project (paper circulated).</p> <p>Cardiff has been selected to participate in this project that will support five UK cities and their local partners to achieve a step-change in their approach towards integration of newcomers to the city. It will draw on ideas and experience from within Europe and innovative approaches from cities in the United States.</p> <p>The Chair nominated Sarah McGill, Director Communities, Housing & Customer Services, Cardiff Council (not present at the meeting) as strategic lead for the project on behalf of the PSB.</p>	<p>Secretariat</p>
<p>8.</p>	<p>Community Safety</p> <p><i>Governance arrangements</i></p> <p>A paper was circulated confirming that the Executive PSB has the role of the city’s statutory Community Safety Partnership.</p> <p><i>Domestic Homicide Review (DHR) Process and Costs</i></p> <p>Stephanie Kendrick-Doyle, Community Safety Manager, Cardiff Council gave an overview of the DHR process. Discussion was held on the sustainability of current funding and administrative arrangements.</p> <p>Agreed that:</p> <ul style="list-style-type: none"> - The paper setting out the DHR process to be revised to incorporate amendments from Health, South Wales Police and C3SC and circulated to the Board for approval. - The Chair to circulate a letter to the Board setting out resourcing issues and proposed way forward. 	<p>S K-D/ Secretariat</p> <p>Chair/ Secretariat</p>

9.	<p>Quarter 3 2016/17 Exception Reporting</p> <p>CONFIRMED that issues requiring consideration at a strategic level to be raised at this Board.</p> <p>AGREED that:</p> <ul style="list-style-type: none"> - Children and young people emotional, mental health services and referral mechanisms to be considered by Cardiff Council’s Children Services Board. 	<p>All</p> <p>Secretariat</p>
10.	<p>Horizon Scanning and Any Other Business</p> <p>An invitation has been circulated for the Safer Smarter Cities: Cardiff Model 20th anniversary event being held 9-12pm, 21 June 2017 in City Hall.</p> <p>AGREED:</p> <ul style="list-style-type: none"> - Schedule of Exec PSB and PSB meetings 2017/18 - NRW to host a future session of the PSB focussed on ‘Resilient Growth’ - Bail Reform (Police and Crime Act 2017) to no longer be a future agenda item - BID update to be deferred to the Exec PSB meeting in August. 	<p>G O’Shea/ Secretariat</p>
	<p>Close</p> <p>Next meeting: Thursday 17th August 2017, 2-5pm, venue tbc</p>	

Actions		
	<p>Minutes and Actions</p> <ul style="list-style-type: none"> • Chair/AH/SMG to discuss the relationship between the Catapult Bid and the Innovate UK Bid • Chair and AH to discuss the relationship between HEART and the City Deal. • An options paper be prepared by the PSB skills academy task and finish group to scope out opportunities for professional development of public services managers. The paper to be considered at the next Executive PSB meeting in August. <p>Item 3 Communities First Outline Plan</p> <ul style="list-style-type: none"> • The timetable of consultation activities as set out in the presentation to be followed. • An options paper along with the results from consultation to be considered by the Executive Public Service Board with the intention that it is tabled at the next meeting of the Executive PSB in August. 	<p>Chair/ AH/SMG</p> <p>Chair/AH</p> <p>Secretariat</p> <p>Secretariat</p> <p>Louise Bassett</p>

<p>Item 5 Local Well-being Plan</p> <ul style="list-style-type: none"> The draft well-being objectives are further refined by the Policy Advisory Group and presented to the Public Services Board for discussion and agreement at its meeting, 23 June 2017. 	<p>Secretariat</p>
<p>Item 6 Innovation Hub Proposals</p> <ul style="list-style-type: none"> Suggestions for challenge areas to be sought based on the provisional well-being objectives, following the next meeting of the full PSB, 23 June 2017; A sub-group of the PSB to be established to evaluate and judge the challenge area proposals that come forward; Updates to be provided on the progress of the innovation team following the completion of each stage of work; The pilot challenge area to be brought to the August meeting of the Executive PSB for approval; Representatives of the Innovation Hub PSB sub-group to meet with the Future Generations Commissioner’s Office for any input. 	<p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p> <p>Secretariat</p>
<p>Item 8 Community Safety</p> <ul style="list-style-type: none"> The paper setting out the DHR process to be revised to incorporate amendments from Health, South Wales Police and C3SC and circulated to the Board for approval. The Chair to circulate a letter to the Board setting out resourcing issues and proposed way forward. 	<p>S K-D/ Secretariat</p> <p>Chair/ Secretariat</p>
<p>Item 9 Quarter 3 2016/17 Exception Reporting</p> <ul style="list-style-type: none"> Children and young people emotional, mental health services and referral mechanisms to be considered by Cardiff Council’s Children Services Board. 	<p>Secretariat</p>
<p>Horizon Scanning and any other business</p> <ul style="list-style-type: none"> NRW to host a future session of the PSB focussed on ‘Resilient Growth’. BID update to be an agenda item at the next meeting of the Executive PSB in August. 	<p>G O’Shea/ Secretariat</p> <p>Secretariat</p>