

Cardiff Executive Public Services Board
Minutes of meeting held
Monday 14 November 2016, 11am – 1.15pm
Meeting Room 2, STAR Hub,
Muirton Road, CF24 2SJ



Attendees:	
Statutory Board Members:	
Paul Orders (Chair)	Chief Executive, City of Cardiff Council
Sarah McGill	Director of Communities, Housing & Customer Services
Joseph Reay	Head of Performance and Partnerships, City of Cardiff Council
Gareth O'Shea	Executive Director for Operations South Wales, Natural Resources Wales
Sharon Hopkins	Acting Chief Executive, Cardiff & Vale University Health Board
Abigail Harris	Director of Planning, Cardiff & Vale University Health Board
Huw Jakeway	Chief Fire Officer, South Wales Fire & Rescue
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
Apologies:	
Chief Constable Peter Vaughan	South Wales Police
Chief Superintendent Belinda Davies	South Wales Police
Peter Greenhill	Assistant Chief Officer, National Probation Service Wales
Nadia De Longhi	Operations Manager, Natural Resources Wales
Anne Wei	Strategic Partnership and Planning Manager, Cardiff & Vale University Health Board
In attendance:	
Gareth Newell	Policy, Partnerships and Citizen Focus Manager, City of Cardiff Council
Kate Ward	Principal Policy & Partnerships Officer, City of Cardiff Council
Clive Bailey	Policy and Partnerships Officer, City of Cardiff Council
Item 3	
Professor Adam Fletcher	Academic Director, Y Lab
Jess Hoare	Programme Manager, Y Lab

	<p>Rob Ashelford, Senior Innovation Programmes Manager, NESTA</p> <p>Item 4 Edward Janes Principal Research and Consultation Officer City of Cardiff Council</p> <p>Claire Griffiths Principal Research Officer, City of Cardiff Council</p> <p>Christine Boston Corporate Policy Manager</p>	
1.	<p>Welcome and Apologies Sheila Hendrickson Brown opened the meeting. Apologies were noted as above.</p>	
2.	<p>Public Services Boards minutes and actions The minutes of the meeting held on 26 September 2016 were agreed. Updates on actions were given.</p>	
3.	<p>Innovation Hub Professor Adam Fletcher presented progress with the work commissioned from Y Lab to develop proposals for a Cardiff Public Services Innovation Hub. A final report will be presented to the Full PSB in January 2017 for agreement.</p> <p>Having met PSB members to explore their views, Professor Fletcher had found a consensus that the establishment of a Hub would build on Cardiff's strong history of partnership work. Y Lab proposed a model which would bring together a small core team with existing staff pooled from across PSB organisations to address specific identified priorities. Although there are many international examples of such hubs, if Cardiff establishes one it would be the first city on the UK to do so. This may give the city additional leverage to bring in investment.</p> <p>PSB members discussed a number of issues:</p> <ul style="list-style-type: none"> - examples of where of Innovation Hubs have delivered real change for communities; - the impact of the proposed operating model on the existing workloads of those members pooled into the team; - the Innovation Hub should not be something that could be seen as separate to the services it worked with, imposing an externally-developed model of change; - some city challenges would not be suitable to be addressed through this kind of structure; - an appropriate form for the Hub would need further thought. <p>AGREED that: Y Lab to take the Executive PSB's feedback and develop their proposals further before presenting to the Full PSB in January 2017.</p>	Y Lab

<p>4.</p>	<p>City Priorities Workshop</p> <p>Drafts of the Liveable City report 2017 and the Local Assessment of Well-being were circulated for comment prior to their submission to the Full PSB in January for agreement to go out to consultation.</p> <p>Following the PSB’s agreement in May 2016, initial steps had also been taken to identify areas of challenge and opportunity for the city where collective action can be taken. This had highlighted 17 potential challenges at varying levels which could be taken up by the PSB as part of its Well-being Plan. The Board was asked to consider the priorities of their organisations and whether any challenges were missing from an organisational perspective.</p> <p>The Board discussed a number of issues including:</p> <ul style="list-style-type: none"> - the structures which would be appropriate to tackle some of these challenges; - the need for a more agile structure rather than the quite heavy governance structure which had been suitable when partnership working in Cardiff was still developing; - being cognisant of the resource pressures on staff in delivering additional project work to address challenges identified by the PSB; - the consideration of where the PSB will have the greatest impact in improving communities’ well-being; - the need to select a small number of focused challenges which will allow the Board to have real impact. <p>AGREED that:</p> <ul style="list-style-type: none"> - The draft Liveable City Report and draft Local Assessment of Well-being were approved. - GN to meet PSB members individually to discuss their priorities and the challenges facing Cardiff further, prior to the PSB Liveable City Forum in January 2017. 	<p>GN</p>
<p>5.</p>	<p>Correspondence Received</p> <p>The PSB had received a number of pieces of correspondence:</p> <p>5.1 Letter from the Rt. Hon. Alun Michael, Police and Crime Commissioner to the Leader of the City of Cardiff Council, Councillor Phil Bale.</p> <p>The letter reconfirmed the PCC’s commitment to the Public Services Board and stated his intention to undertake a baseline audit of crime and disorder. Once complete this will feed into the Local Assessment of Well-being.</p> <p>5.2 Letter from the Community and Adult Services Scrutiny Committee to Councillor De’Ath regarding their item on community safety arrangements.</p>	

	<p>Joe Reay reported that most recommendations would be dealt with under the Safer and Cohesive Communities Board, but would return to the PSB as necessary.</p> <p>The PSB discussed the need to clarify the representation of South Wales Fire and Rescue on the Board.</p> <p>5.3 Letter from the Director of Communities and Tackling Poverty, Welsh Government, to the Leader of the City of Cardiff Council, Councillor Phil Bale, regarding resilient communities.</p> <p>AGREED that:</p> <ul style="list-style-type: none"> - A meeting to be set up to discuss the next steps regarding the likely closure of the Communities First; and - information regarding current Communities First work across Cardiff to be circulated to Board members. <p>5.4 Letter from the Deputy Director, Children and Families Division, Welsh Government to the PSB regarding the creation of Children Zones. The PSB were in agreement in principle that Cardiff should submit an expression of interest and that the issue would return for further discussion when necessary.</p>	<p>SMcG</p> <p>SMcG</p>
6.	<p>Horizon Scanning and Any Other Business</p> <p>6.1 Welsh Government’s Well-being Objectives and the Future Generations Commissioner’s response were circulated for information.</p> <p>6.2 Gareth Newell discussed Mark Drakeford’s recent speech to the WLGA conference setting out the timetable for local government reform.</p> <p>6.3 PSB members were sent details of the City of Cardiff Council budget consultation.</p> <p>6.4 A letter from the Policy Review and Performance Scrutiny Committee regarding the Public Services Board arrangements was distributed to the Board for information.</p>	
7.	Close	

	Actions	
	<p>Item 3 Innovation Hub</p> <p>Y Lab to take the Executive PSB’s feedback and develop their proposals further before presenting to the Full PSB in January 2017.</p>	<p>Y Lab</p>

	<p>Item 4 City Priorities Workshop</p> <p>GN to meet PSB members individually to discuss their priorities and the challenges facing Cardiff further, prior to the PSB Liveable City Forum in January 2017.</p> <p>Item 5 Correspondence – Community Resilience</p> <ul style="list-style-type: none"> - A meeting to be set up to discuss the next steps regarding the likely closure of the Communities First; and - information regarding current Communities First work across Cardiff to be circulated to Board members. 	<p>GN</p> <p>SMcG</p> <p>SMcG</p>
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