Dear Paul

CPB Response to Recommendations of the Cardiff Partnership Scrutiny Committee

Thank you for your letter of 5th December regarding the Cardiff Partnership Board Scrutiny Meeting on 26th November. The Cardiff Partnership Board will certainly consider the Panel’s comments and observations going forward as we continue to develop our business intelligence arrangements to engender more effective partnership working across the city.

With regard to the recommendations, on behalf of the members of the CPB I have provided an overview of our responses below. We will of course look into these issues in more detail in forthcoming months and will update you on any actions put in place to address the recommendations.

Recommendation one

That the role and vision for the future use of business intelligence needs to be clarified by the CPB.

Do the CPB want a five star business intelligence service? What would this achieve? How would it be accomplished? What would the costs be for it to be realised? How would these costs be met?

I have asked the Cardiff Partnership Data group to provide updated terms of reference for the next meeting of the Cardiff Partnership Board. Once we have this we will review and revise accordingly. With regard to the ‘star’ services of the business intelligence function I think it is important to ensure that we allocate our resources effectively, and this means that we may not necessarily need a ‘5 star’ service. As I understand the 5 star service would provide relevant information in a format that can be used across a variety of platforms used by analysts. Given the level of demand for certain elements of data I think it is important that we invest in making data available which would be useful and relevant for analysts both within our Partnership, but also for use by anyone else with an interest in researching and providing analysis of issues relating to Cardiff. I will ask the Partnership Data Group
to include proposals for how we present our data within their terms of reference, but also to outline what additional resources they may need to do this.

**Recommendation 2**

That there should be mechanisms in place to ensure that data that is gathered is being passed to the correct workstreams, partners and senior officers to ensure it can influence their priorities and planning.

As part of the terms of reference mentioned above, I will ask the Partnership Data Group to outline a robust mechanism for sharing data across the Partnership. There has also been a useful resource compiled recently for the Safer & Cohesive Programme Board which brings together key data to inform the workstreams on a quarterly basis. This will also be rolled out to other Programmes in due course and should provide a valuable tool for improved decision making and analysis of issues.

**Recommendation 3**

The Panel understands that a promotional drive is planned for the launch of the revamped Ask Cardiff website. The Panel recommend that the purpose and benefits of Business Intelligence and the Ask Cardiff website be clearly articulated by the Board. Once this is achieved, the Board should then champion the use and promotion of the site through their respective organisations.

A briefing paper will be prepared for the Partnership Board for the next meeting in February which sets out the purpose and benefits of the revamped website in order to gain partner support for this new resource. Once the support of the Partnership Board has been gained the Partnership Data Group will work closely with the appropriate communications teams within their organisations to put in place a publicity and awareness campaign when the new website is ready to be launched.

**Recommendation 4**

That the possibility of sharing technology (e.g. IBM COGNOS) for the overall analysis of data be explored amongst the different partnership organisations.

This issue will be raised at the next meeting of the Partnership Data Group and IT representatives from each PB organisation will also be invited to the meeting with a view to identifying all of the technology and software that is currently being used and exploring opportunities for the sharing of these resources.

**Recommendation 5**

That the Schools Super Survey represent the views of young people who are not in employment, education or training (NEET) by engaging with organisations who are working with these young people. The Panel feel that at least 4% of the SCHOOLS
SUPER SURVEY respondents should be from the NEET cohort in order to give a better reflection of the needs of all of Cardiff’s young people.

The purpose of the Super Survey is to engage with and gather the views of all children and young people in Cardiff – initially of secondary school age. Whilst it has been primarily school based up to now – with approximately 4,500 completed surveys to date – it has been set up to enable the capture of views of young people who are not in school. Going forward, the Council will be utilising Netbook PC’s which allow for an off-line version of the survey to be delivered at any location in Cardiff and there is an option in the log-on page to register for the survey as a person who is not currently in school. As such work will be undertaken in conjunction with the NEET Partnership Data Team to identify opportunities to undertake the survey with young people who are not currently in education or training to ensure that their views are included in the outcomes from the survey. Opportunities are also being explored to deliver the survey at FE colleges as well.

Recommendation 6

The Panel were concerned that a significant portion of data regarding the healthy lifestyles workstream was currently unavailable to the partners due to its commercial sensitivity (i.e. gym membership and users of private health clubs). The Panel recommend that the Board explore the potential for liaising with private business in order to provide more accurate statistics without compromising commercial sensitivities.

I have asked Steve Jarman, Customer & Business Knowledge Manager, to liaise with the University Health Board to address this specific issue in relation to accessing data on private gym and health club activities. Following this I have asked Steve to look at this issue in the wider context, specifically to see if there can be a generic data sharing protocol with private companies that could be put in place that could cover a range of relevant issues.

Recommendation 7

The Panel recommend that a nominee from the CPB be present at each CPB Scrutiny Panel meeting. The next meeting will take place on 29th January 2013 which will explore how programmes are addressing geographical inequality.

The CPB would be happy to accommodate this request and would suggest that attendance be determined on the basis of the issue being considered. I understand Sarah McGill will be attending the Panel on 29th January and will be able to convey the views of the CPB and also feedback any comments of the Panel as appropriate.

Resources for the Partnership Scrutiny Panel

In your letter following the October Panel meeting, you set out the costs of resourcing the Panel to be £22,671 and requested that “the Board consider the
funding situation for the long term continuation of the Scrutiny Panel, exploring options for equitably dividing costs amongst the Board’s membership”.

The CPB has considered this request in the context of the current and growing financial constraints facing all of the CPB organisations and unfortunately are unable to identify additional funding to continue to support the Panel in future years. This decision was not taken lightly and reflects that the majority of CPB partners cover a wider geographical area than just Cardiff and so would then need to accommodate other requests across the region should they decide to support Cardiff. However, all partners were keen to ensure that the value of the role undertaken by Scrutiny is not lost and further work is undertaken by both the Council and existing Panel to explore whether there is an alternative solution to enabling the multi-agency scrutiny function to continue. On that basis I have asked Mike Davies, Head of Scrutiny, Performance & Improvement and Rachel Jones, Policy, Partnerships & Citizen Focus Manager to contact you to discuss further in the very near future.

I hope this addresses the issues you have raised. I will ask for officers to provide me an update on progress against these issues, which we will review as part of the Cardiff Partnership Board’s agendas.

Yours sincerely

Jon House
Chief Executive of Cardiff Council and Chair of Cardiff Partnership Board

Cc Members of CPB