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Am unrhyw ymholiad yn ymwneud â'r agenda hwn cysylltwch â Kim Houghton
(Rhif Ffôn: 01443 864267 Ebost: houghk@caerphilly.gov.uk)

Dyddiad: Dydd Gwener, 7 Ionawr 2019

Annwyl Syr/Fadam,

Bydd cyfarfod **Pwyllgor Craffu Partneriaethau** yn cael ei gynnal yn **Sirhowy Room - Tŷ Penallta, Tredomen, Ystrad Mynach** ar **Dydd Iau, 17eg Ionawr, 2019** am **5.30 pm** i ystyried materion a gynhwysir yn yr agenda canlynol. Gall cynghorwyr a'r cyhoedd sy'n dymuno siarad am unrhyw eitem wneud hynny drwy wneud cais i'r Cadeirydd. Mae croeso i chi hefyd ddefnyddio'r Gymraeg yn y cyfarfod. Mae'r ddau gais hyn yn gofyn am gyfnod rhybudd o 3 diwrnod gwaith, a bydd cyfieithu ar y pryd yn cael ei ddarparu os gofynnir amdano.

Mae pob cyfarfod Pwyllgor yn agored i'r Wasg a'r Cyhoedd. Gofynnir i arsylwyr a chyfranogwyr ymddwyn gyda pharch ac ystyriaeth at eraill. Sylwer y bydd methu â gwneud hynny yn golygu y gofynnir i chi adael y cyfarfodydd ac efallai y cewch eich hebrwng o'r safle.

Yr eiddoch yn gywir,

A handwritten signature in black ink, appearing to read 'Christina Harrhy'.

Christina Harrhy
PRIF WEITHREDWR DROS DRO

AGENDA

Tudalennau

- 1 I dderbyn ymddiheuriadau am absenoldeb
- 2 Datganiadau o Ddiddordeb.

A greener place Man gwyrddach

Correspondence may be in any language or format | Gallwch ohebu mewn unrhyw iaith neu fformat



Atgoffi'r Cynghorwyr a Swyddogion o'u cyfrifoldeb personol i ddatgan unrhyw fuddiannau personol a/neu niweidiol mewn perthynas ag unrhyw eitem o fusnes ar yr agenda hwn yn unol â Deddf Llywodraeth Leol 2000, Cyfansoddiad y Cyngor a'r Cod Ymddygiad ar gyfer Cynghorwyr a Swyddogion.

I gymeradwyo a llofnodi'r cofnodion canlynol:-

- 3 Pwyllgor Craffu Partneriaethau a gynhaliwyd ar 13 Medi 2018. 1 - 10

I dderbyn ac ystyried yr adroddiadau Craffu canlynol:-

- 4 Blaenraglen Waith y Pwyllgor Craffu Partneriaethau. 11 - 16
- 5 Diweddariad Cynnydd Hanner Blwyddyn Cynllun Llesiant Y Gaerffili a Garem 2018-2023. 17 - 44
- 6 Cyflwyniad ar Gynllun Gweithredu Cymunedau Cryf. (cyflwyniad yn unig)

I dderbyn a nodi yr eitem(au) gwybodaeth ganlynol: -

- 7 Cofnodion Bwrdd Gwasanaethau Cyhoeddus Caerffili - 5ed Mehefin 2018. 45 - 52
- 8 Cofnodion Bwrdd Gwasanaethau Cyhoeddus Caerffili - 11 Medi 2018 53 - 62

Cylchrediad:

Cynghorwyr M.A. Adams, Mrs E.M. Aldworth, K. Etheridge, Mrs C. Forehead, Miss E. Forehead, L. Harding, G. Johnston, G. Kirby (Is Gadeirydd), C.P. Mann, Mrs D. Price, J. Pritchard (Cadeirydd), J. Ridgewell, Mrs M.E. Sargent, R. Saralis, J. Taylor a L.G. Whittle

Aelodau Cyfetholedig: Ms L.C. Jones (Menter Iaith Sir Caerffili) a M. Diggle (Fforwm Ieuenctid)

Cynrychiolwyr a Wahoddir: Mrs S. Curley (Office of the Gwent Police and Crime Commissioner) a A. Hussey (Awdurdod Tân ac Achub De Cymru)

A Swyddogion Priodol

SUT FYDDWN YN DEFNYDDIO EICH GWYBODAETH

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Mae gennych nifer o hawliau mewn perthynas â'r wybodaeth, gan gynnwys yr hawl i gael mynediad at wybodaeth sydd gennym amdanoch a'r hawl i gwyno os ydych yn anhapus gyda'r modd y mae eich gwybodaeth yn cael ei brosesu.

Am wybodaeth bellach ar sut rydym yn prosesu eich gwybodaeth a'ch hawliau, ewch i'r Hysbysiad Preifatrwydd Cyfarfodydd Pwyllgor Llawn ar ein gwefan <http://www.caerffili.gov.uk/Pwyllgor/Preifatrwydd> neu cysylltwch â Gwasanaethau Cyfreithiol drwy e-bostio griffd2@caerffili.gov.uk neu ffoniwch 01443 863028.



PARTNERSHIPS SCRUTINY COMMITTEE

MINUTES OF THE MEETING HELD AT PENALLTA HOUSE, YSTRAD MYNACH
ON THURSDAY, 13TH SEPTEMBER 2018 AT 5.30 P.M.

PRESENT:

Councillor J. Pritchard – Chair
Councillor G. Kirby – Vice-Chair

Councillors:

M. Adams, K. Etheridge, Mrs C. Forehead, L. Harding, C. Mann, J. Ridgewell, J. Taylor and L.G. Whittle.

Outside Bodies:

A. Hussey (South Wales Fire and Rescue Authority), J. White (Office of Gwent Police and Crime Commissioner), H. Fletcher (NRW)

Together with:

R. Kyte (Head of Planning and Regeneration), K. Peters (Corporate Policy Manager), S. Mutch (Early Years Manager), Ian Evans (Contracts Manager), M. Williams (Interim Head of Property Services), A.thom Palmer (CCBC/GAVO), C. Forbes-Thompson (Interim Head of Democratic Services), K. Houghton (Committee Services Officer)

1. APOLOGIES

Apologies for absence were received from Councillors Mrs E. Aldworth, K. Dawson, Mrs E. Forehead, Mrs D. Price, Mrs M.E. Sargent, and R. Saralis together with S. Curley (Office of Gwent Police and Crime Commissioner), M. Diggle (Caerphilly Youth Forum) and Ms L.C. Jones (Menter Iaith Sir Caerffili).

2. DECLARATIONS OF INTEREST

There were no declarations of interest received at the beginning or during the course of the meeting.

3. MINUTES – 20TH FEBRUARY 2018

RESOLVED that the minutes of the Partnerships Scrutiny Committee meeting held on 20th February 2018 (minute nos. 1 - 6) be approved as a correct record and signed by the Chair.

REPORTS OF OFFICERS

Consideration was given to the following reports.

4. PARTNERSHIPS SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The Scrutiny Manager presented the report, which outlined details of the Partnerships Scrutiny Committee Forward Work Programme (FWP) for the period September 2018 to July 2019 and sought suggestions, from Members, for any change to its contents.

The Scrutiny Manager confirmed to Members that meeting dates going forward had been moved to January and July each year, in order to align with the Public Services Board meetings and therefore allow the Committee to receive the most up to date performance reports.

It was unanimously agreed that subject to changes that may arise as a result of the meeting, the Partnership Scrutiny Committee Forward Work Programme be published on the Council's website.

5. PERFORMANCE ACCOUNTABILITY FRAMEWORK – CAERPHILLY PUBLIC SERVICES BOARD

The Corporate Policy Manager presented the report, which informed Members of the Performance Accountability Framework of the Caerphilly Public Services Board (PSB), in order to assist Members to fulfil their duties and powers under the Wellbeing of Future Generations (Wales) Act 2015 which are to review, or scrutinise, the governance arrangements of the Caerphilly PSB. Members were also advised that the information provided in the report aimed to assist Members in formulating the Forward Work Programme for the Committee.

The Corporate Policy Manager informed Members that the Caerphilly Public Services Board (PSB) published the Wellbeing Plan "The Caerphilly We Want 2018 – 2023" in May 2018 and the Performance Accountability Framework is the overarching framework that supports the Delivery Plan against the Wellbeing Plan.

It was highlighted to Members that the Delivery Plan has been divided into four "Enablers" and five "Action Areas" as detailed in the report with the champion, lead and policy support roles outlined. It was further highlighted that 6 monthly scorecard reports with a single page for each Enabler and Action Area would go to the PSB who would be looking to discuss areas with particular issues in need of particular action.

Members were advised that they may wish to consider carefully what and who they would want to see come to the Committee to provide evidence to support or challenge the delivery arrangements as they develop. It was noted that the scheduling of future Partnership Scrutiny Committees to January and July reflected the December and June meetings of the PSB where the 6 monthly scorecards would be reported.

A query was raised as to whether there was any overarching overview and scrutiny provision to monitor the work of the 'Enablers' and how the work is co-ordinated between each topic area. Officers explained that the Plan is so wide ranging that lead officers felt the reporting and monitoring process should be as simple as possible and therefore it would be incumbent on the lead officers to work together and co-ordinate their activities. The Officers also highlighted that there was a lot of cross linkage between the topic areas and lead officers meet on a quarterly basis to co-ordinate work and report through the Champions who in turn report through to the PSB.

Further information was sought on the previous reporting process. It was clarified by Officers that the reporting process had involved detailed quarterly reports on each Action Area, to the PSB. However it was considered that this approach did not produce robust data and the reporting was not succinct enough to properly identify issues. The new reporting methodology takes into account both quantitative and qualitative data with more targeted reporting on issues. Members raised concerns that evidence of delivered outcomes would not be reported and enquired as to how qualitative data would be collected. Officers explained that the move to using both quantitative and qualitative data gave the information greater validation and would encompass evidence of delivered outcomes. It would be up to the Lead Officers as to how the data was collected.

A discussion took place regarding Action Area 5 – Protect and Enhance the Local Natural Environment. Through the course of the discussion, Members considered the potential conflict between local development strategies and the preservation and removal of barriers to people accessing green spaces, the impact of renewable energy developments on green spaces and rural crime.

Having full considered the report and familiarised themselves with the Performance Accountability Framework of the Caerphilly Public Services Board, Members thanked Officers for responding to the queries raised during the course of the discussion and noted the contents of the report.

6. 'THE CAERPHELLY WE WANT 2018-2023' WELLBEING PLAN – DETAILED ACTION PLANS

The Corporate Policy Manager presented the report which informed Members on the more detailed action plans that support the Delivery Plan for 'The Caerphilly We Want 2018-2023' Wellbeing Plan.

Members were advised that the action plans were agreed at the Caerphilly Public Services Board meeting on 11th September 2018 and the Committee were provided a verbal update of amendments made by the Board but not encompassed in the report. The Corporate Policy Manager informed the Members that the Chair of the PSB had requested more explicit timeframes around 'short', 'medium' and 'long' term targets for the action areas and the representative from Gwent Police had asked that the action areas better reflect on codes of practices within goods and services supply chains in relation to addressing modern slavery.

Updates to the Committee followed from the Lead Officers for each of the Enablers and Action Areas with Members putting questions to the Lead Officer after each update:

'Working Together' and 'Communications and Engagement'

As the representative for the 'Working Together' Enabler and as the Lead Officer for the 'Communications and Engagement' Enabler, the Corporate Policy Manager referred Members to Appendix 2 to the report which detailed the priority areas of activity, the outcomes being worked towards and Officer assigned key tasks which have been identified to achieve these outcomes. In relation to 'Communities and Engagement', Members were advised that there will be a PSB Annual Conference in July 2019 and all Members would be invited to this.

Members discussed the potential impact of resource pressures on activities and outcomes and their achievability. Particular concern was raised regarding lack of resources in policing resulting in a reduction in their public engagement activities, increased response times and ability to deliver plan outcomes. The representative for Gwent Police explained that this was an issue across all Partners however from a policing perspective public engagement was being reviewed as part of a national strategy and locally, programmes to train Officers in problem solving crime prevention approaches was being undertaken. The outcomes are considered achievable with effective targeting of resources.

The representative from Natural Resources Wales informed Members that the organisation was restructuring around the delivery of the Well-being Plan to the PSB and that by planning through the Well-being goals NRW could ensure resources were available to deliver on the Plan.

The Early Years Manager summarised that engagement in the 'Best Start in Life' Action area was considered as a continuation of works already taking place where systematic change was being made with an emphasis on joint working and extending the reach of the work being undertaken and the funding streams supporting it.

Members discussed the benefits of early intervention and collaborative working across Partners particularly in the reduction of youth offending. Concerns were raised regarding the impact of reduced resources to support Community Safety Wardens and Police Community Support Officers. The representative for Gwent Police explained that the traditional 'bobby on the beat' role was no longer feasible but different ways of engaging with youth and approaches to crime prevention were being used including the formation of Crime Prevention Panels. These techniques are also being rolled into training for new Police recruits and volunteers.

A member asked if Police School Liaison Officers still existed. It was confirmed to the Members that this role did still exist and those Officers went into schools to particularly target youths on the edge of criminality and co-ordinate a multi-agency approach in supporting young people and diverting them away from offending. The Members were also informed that a pilot scheme to form Mini Police clubs at Primary level was being considered.

'Procurement and Commissioning'

As one of the Lead Officers for the 'Procurement and Commissioning' Enabler, the Contracts Manager referred Members to Appendix 3 to the report which detailed the priority areas of activity, the outcomes being worked towards and Officer assigned key tasks that have been identified in order to deliver the outcomes. The Officer confirmed that the resources were already in place to deliver the outcomes.

Members queried how the work being undertaken as part of this Plan tied in with the Cardiff Capital City Deal. It was confirmed to Members that the work was being linked to the objectives of the Cardiff Capital City Deal and there will be a particular focus on the approaches to spending being used, the findings of which will then be reported back to the PSB.

A Member raised a query around how much co-operation from procurement partners was taking place in terms of scepticism of the PSB and whether this was affecting progress. The Lead Officer advised Members that the Procurement Commissioning Group had met and provided comments on the Action Plan, there will be a wider group meeting in September to identify Task Leads which will include a mixture of CCBC and Partner Leads.

A Member requested that in relation to the following outcome to be worked towards under this Action Area/Enabler - 'Develop an understanding of an strengthen procurement and commissioning capability and capacity to realise the value of utilising sustainability strategies in the way we do business', the number of contracts awarded be not only recorded by number but also by percentage to provide a more informative measure The Contracts Manager agreed to include this.

'Asset Management'

As one of the Lead Officers for the 'Asset Management' Enabler, the Interim Head of Property Services informed the Committee that the Asset Management Group will meet on 25th September 2018 where the following will be discussed – building assets, strategy for the

future, in-house teams and collaboration, from this a list of actions will be produced to include the mapping of assets.

Members enquired as to whether there was an up to date list of Council land assets. The Officer informed the Members that current land assets maps were good however the asset mapping needed to be expanded and this would begin with the mapping of land and building assets followed by other assets such as vehicles.

Members discussed potential housing development infill on Council land to increase housing stock. Members were advised that considering land assets in relation to development was not the core purpose of the Asset Management Group, its main focus was on collaborative working with partners to fully maximise the joint use of land to increase its value and to deliver on the Wellbeing Plan.

Further discussion took place regarding the use of renewable technology and the level of collaboration between Partners in place to ensure the installation of electric vehicle charging points across the County Borough. Members were informed that this was going to be explored by the Asset Management Group. The representative from NRW confirmed to Members that there was Gwent wide work being undertaken looking at the feasibility of local authority use of electric vehicles. Officers also highlighted that there was an overlap between Procurement and other Regional Strategic Plans such as Cardiff Capital City Deal. It was agreed that consideration of working with other Partners to develop the Electric Vehicle provision in the County Borough would be placed on the agenda for the Procurement Group to explore.

‘Best Start in Life’

As Lead Officer for the ‘Best Start in life’ Action Area, the Early Years Manager updated the Members that the three priorities as detailed in Appendix 5 to the Officer’s report have been met. The Officer informed the Members that the focus of the Officer assigned key tasks were in relation to Adverse Childhood Experiences (ACEs) and looking at the ‘first 1000 days’ of a child’s life. This involves a process of mapping the current services available, conducting training sessions for key partners on ACEs and encouraging a cultural change in the approach to tackling ACE’s and providing multi-service support throughout a person’s life.

Members discussed the impact of unsecure housing tenancies, unregistered Landlords and low reporting of poor landlords by families. The Lead Officer acknowledged that low reporting was an issue and there was a good cross agency relationship in place to address this. A Member raised concerns about the health issues affecting children in deprived areas particularly regarding air quality. Officers clarified that although they are not involved in air quality strategies they are involved in programmes which encourage walking to school and getting out and about without using a vehicle.

A further comment was made from a Member in relation to the main focus of community engagement being on the Lansbury Park area. Officers advised that work in Lansbury Park was a starting point and it was a pilot area to establish best practices which could be then rolled out to other areas within the County Borough.

‘Volunteering’

On behalf of the Lead Officers for the ‘Volunteering’ Action Area, the representative from GAVO updated Members on work being carried out towards the Wellbeing Plan. Members were informed that a workshop had taken place, which was attended by a wide range of Council Officers, Partners, Volunteers and Third Sector representatives. This workshop looked at the golden thread through a now greatly expanded list of Partners and refining the four outcomes as detailed in Appendix 6 of the Officer’s report. The Officer outlined that moving forward, work will be undertaken to map the volunteering opportunities in the County Borough, seek out examples of good practices for volunteer policy and linking volunteering opportunities with PSB Partners and the Third Sector. Members were informed that the core

delivery group would have a comprehensive delivery plan to report on at the January 2019 Partnerships Scrutiny Committee meeting.

Members discussed the positive work the volunteering sector was doing in the County Borough and enquired as to the volunteering opportunities within the Local Authority not just in terms of employing volunteers to support the Local Authority's work but also corporate volunteering in the form of staff members using their skills to volunteer with external organisations. The Corporate Policy Manager informed Members that corporate volunteering was being explored. The representative from GAVO also advised Members that GAVO liaise with the Council's Community Connector Officer to encourage a range of volunteers of different ages and skill sets to take part in volunteering opportunities.

'Apprenticeships'

On behalf of the Lead Officer for the 'Apprenticeships' Actions Area, the Head of Planning and Regeneration provided the Committee with an update. She updated Members that £138million had been allocated to Welsh Government to funds 19 'Prime' contractors who deliver the apprenticeship offer across Wales. Members were advised that Cardiff and Vale College were the lead provider for the South Wales region in partnership with A.C.T and A.L.S Training with approximately 21 contractors (including the 19 prime contractors) covering the majority of trades and professions. Members were further informed that a number of scoping and exploratory meetings with key stakeholders had taken place to understand both the national and regional context of apprenticeships. This has fed into work being undertaken to better align the Apprenticeship model to the needs of the Welsh Economy which sets out the Welsh Government's vision for addressing the needs of Welsh business and the wider economy. This work will provide opportunities for new apprenticeships and those already employed by the PSB partners to undertake an apprenticeship to upskill and progress as part of the workforce development.

Members were advised that the first meeting of the PSB Apprenticeship Group is due to take place in October which will include key individuals from the lead providers contracted by Welsh Government to deliver the apprenticeship offer.

'Good Health and Well-being'

There was no representative for this action area present at the meeting however the Interim Head of Democratic Services advised that if Members were minded, the focus of the next meeting of the Partnerships Scrutiny Committee could be focussed on Health and relevant witnesses could be invited to answers questions and inform the Scrutiny discussion. The Committee agreed to focus on Health at the 17th January 2019 meeting.

'Safer Communities'

As Lead Officer for the 'Safer Communities' Action Area, the representative from Gwent Police gave a brief outline of the key tasks to be tackled by the team supporting this Action Area as outlined in Appendix 9 to the Officer's report. Members were informed that current crime statistics indicate that Anti-Social Behaviour is down however recorded crime has increased particularly cybercrime. This could be partially due to changes in how crimes are categorised, recorded and reported.

The representative from Gwent Police outlined the key Outcomes of the delivery teams as being to respond effectively to crime and disorder offences, more consistent and effective measurement of crime and disorder offences, reduce the instances of people ending up in the Criminal Justice System and improving community cohesion. Members were advised that alongside these Outcomes there are also the overarching aims of tackling serious organised crime and developing Community Safety Hubs.

Members discussed the scope of capacity for Partners to work with the Police to tackle crime and disorder, particularly organised crime and the role the Council can play. The representative from Gwent Police explained to Members that Partnership working would be achieved by information sharing and providing wrap around services to aid early intervention approaches and build community confidence in the Police and supporting services. The Corporate Policy Manager also highlighted to Members that there was a statutory Community Safety Partnership that ward member representatives, alongside Council Officers, Police and other key partners, sit on, which has a responsibility to deliver a Community Safety Action Plan to Caerphilly and the wider Gwent region.

A Member queried the length of time that Policing resources were taken up in hospitals escorting offenders and vulnerable people or obtaining statements. The representative from Gwent Police advised Members that this was a pressure on resources but served a duty of care however there has been consideration given to establishing bespoke Police stations in hospitals. He highlighted the successful recruitment of 5 mental health care professionals to sit in the control room and provide advice and support to frontline Officers when required.

‘Resilient Communities’

As Lead Officer for the ‘Resilient Communities’ Action Area, the Head of Planning and Regeneration outlined the priorities and outcomes for the Action Area as detailed in Appendix 10 to the Officer’s report. She explained to the Members that Lansbury Park was identified as the most deprived area in Wales in 2014 and reducing deprivation in this area is a key priority for both the Council and the PSB and therefore a focus of initial work towards meeting the outcomes

Members were advised that the Action Area would be seeking solutions to the issues facing Lansbury Park running a pilot project to develop approaches that can be used in other areas of the County Borough facing similar issues. Therefore Priority 2 of the three priority outcomes identified in the Officer’s report will be the main focus of the initial work with Priorities 1 and 3 to follow.

The Head of Planning and Regeneration informed Members that key tasks had been identified and would be considered by the Coalition for Change Board on 24th October 2018, whose responsibility it is to develop the action plan for reaching the Outcomes identified in the Wellbeing Plan.

She advised Members that a Graduate had been recruited for a period of one year. Their work would focus on mapping current services delivered to residents of Lansbury Park and evaluate the effectiveness of these services.

Members welcomed the Action Areas primary focus being on Lansbury Park and appreciated the work already begun in the area with improvements beginning to make a visible difference; this was particularly attributed to the roll out of the Welsh Housing Quality Strategy programme. The Chair requested that an update on progress in Lansbury Park be reported back to the Committee at the July 2019 meeting.

A Member enquired about engagement with residents to improve educational attainment and employability and whether this was being directed at both adults and children. Due to the overlap between this Action Area and the ‘Best Start in Life’ area, the Early Years Manager advised that this was geared more towards children but families are also being targeted with an emphasis on early intervention. She highlighted to Members that a Family Support Worker has been employed full-time to focus on Lansbury Park, looking at young people and families from anti-natal to 11years at which point youth workers take over support provision.

'Protect and Enhance the Local Natural Environment'

As Lead Officer for 'Protect and Enhance the Local Natural Environment' Action Area, the representative from Natural Resources Wales updated Members that the Action Plan was still being developed as key tasks are cross referenced with other Action Areas.

She informed Members that two workshops had been held in order to understand and refine the priority objectives as set out in the Officer's report. In the course of these workshops it was identified that more work was required on putting measures in place to judge the effectiveness of the work being carried out. Three broad themes have been identified to direct the focus of the work; these are the provision, maintenance and use of green spaces, understanding the natural environment and reinforcing the link between the use of the local natural environment with health and wellbeing.

Members debated the challenges of encouraging the use of green spaces and gaining buy in from Partners. Members discussed approaches such as green space mapping, signposting promotion and linking of the green space network. The representative from NRW advised Members that work was being undertaken to map Caerphilly green spaces in the context of encouraging residents to use green spaces within a 6 minute walking radius of their homes with physical and mental health benefits in mind. She highlighted that increased working with the PSB had opened doors for developing and promoting the benefits of health and wellbeing in the natural environment.

7. FORMAL RESPONSE FROM THE PUBLIC SERVICES BOARD – RECOMMENDATIONS FROM PARTNERSHIPS SCRUTINY COMMITTEE

The Corporate Policy Manager provided a verbal update to the Committee which outlined the formal response from the Public Services Board to the recommendation 'that the Public Services Board make their meeting open to the public and the Board also give consideration to the appointment of a "critical friend" to scrutinise and drive the direction of the Board', which was made by the Partnerships Scrutiny Committee on 20th February 2018.

The Members were informed that in response to the recommendation to appoint a 'critical friend', an invitation had been extended to the Chair of the Partnership Scrutiny Committee to attend meetings of the Public Services Board.

The Members were advised that the Board considered the recommendation to make the meetings of the PSB public and although the agendas and minutes of the meetings are published on the PSB website, the Board deferred further consideration of allowing public access to the meeting for 12 months. Members expressed disappointment that this decision would be deferred for a year. Officers explained that the Board's decision to defer consideration of this matter for 12 months was to allow time for the Board and Lead Officers to further understand delivery and reporting arrangements and challenge Partners on these arrangements during the 'bedding in' period.

Members discussed the changes to the Committees' meeting schedule to better align with the Public Services Board performance reporting schedule and how this would assist with priority setting for future meetings

Members thanked the Corporate Policy Manger for the update on the PSB's response.

8. INFORMATION ITEM - CAERPHILLY PUBLIC SERVICES BOARD MINUTES – 13TH MARCH 2018

The minutes of the Public Services Board held on the 13th March 2018 were received and noted.

The meeting closed at 20.08pm.

Approved as a correct record and subject to any amendments or corrections agreed and recorded in the minutes of the meeting held on 17th January 2019, they were signed by the Chair.

CHAIR

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PARTNERSHIPS SCRUTINY COMMITTEE – 17TH JANUARY 2019

SUBJECT: PARTNERSHIPS SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

REPORT BY: CORPORATE DIRECTOR FOR EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

1.1 To report the Partnerships Scrutiny Committee Forward Work Programme.

2. SUMMARY

2.1 Forward Work Programmes are essential to ensure that Scrutiny Committee agendas reflect the strategic issues facing the Council and other priorities raised by Members, the public or stakeholders.

3. LINKS TO STRATEGY

3.1 The operation of scrutiny is required by the Local Government Act 2000 and subsequent Assembly legislation. The Forward Work Programmes contribute to the following Well-being Goals within the Well-being of Future Generations Act (Wales) 2016 by ensuring that there is an effective scrutiny function and that council policies are scrutinised against the following goals:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales

4. THE REPORT

4.1 The Partnerships Scrutiny Committee forward work programme includes all reports that were identified at the scrutiny committee meeting on 13th September 2018. The work programme outlines the reports planned for the period January 2019 to July 2019.

4.2 The forward work programme is made up of reports identified by officers and members and has been prioritised. Members are asked to consider the work programme and suggest any changes before it is published on the council website. Scrutiny committee will review this work programme at every meeting going forward alongside report requests.

4.3 The Partnerships Committee Forward Work Programme is attached at Appendix 1.

5. WELL-BEING OF FUTURE GENERATIONS

5.1 This report contributes to the well-being goals as set out in links to strategy above. It is consistent with the five ways of working as defined within the sustainable development principle in that by ensuring the scrutiny function is effective when reviewing services and policies and ensure it considers the wellbeing goals.

6. EQUALITIES IMPLICATIONS

6.1 There are no specific equalities implications arising as a result of this report.

7. FINANCIAL IMPLICATIONS

7.1 There are no specific financial implications arising as a result of this report.

8. PERSONNEL IMPLICATIONS

8.1 There are no specific personnel implications arising as a result of this report.

9. CONSULTATIONS

9.1 There are no consultation responses that have not been included in this report.

10. RECOMMENDATIONS

10.1 That Members consider any changes and agree the final forward work programme prior to publication.

11. REASONS FOR THE RECOMMENDATIONS

11.1 To improve the operation of scrutiny.

12. STATUTORY POWER

12.1 The Local Government Act 2000.

Author: Catherine Forbes-Thompson Interim Head of Democratic Services

Consultees: Rob Tranter, Head of Legal Services and Monitoring Officer
Richard Edmunds, Corporate Director for Education and Corporate Services

Appendices:
Appendix 1 Partnerships Scrutiny Committee Forward Work Programme.

Partnerships Scrutiny Committee Forward Work Programme September 2018 to December 2019			
Meeting Date: 17th January 2019			
Subject	Purpose	Key Issues	Witnesses
Public Services Board ½ Year Performance Reporting	To provide Scrutiny Committee with and overview of performance against the Well-being Plan	To allow oversight and scrutiny and development of the FWP	Kathryn Peters
Resilient Communities Action Plan	Thematic review of the Action Area	In depth assessment of one of the 9 thematic areas	Project Lead – Tina McMahon Rhian Kyte Christina Harry

APPENDIX 1
Partnership Scrutiny Committee Forward Work Programme

Meeting Date: 11th July 2019			
Subject	Purpose	Key Issues	Witnesses
PSB Annual Performance Reporting			Kath Peters
Good Health and Wellbeing Action Plan			Project Lead - ABUHB

Meeting Date: Date to be Confirmed			
Subject	Purpose	Key Issues	Witnesses
I.T. Compatibility	Member Request		

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PARTNERSHIPS SCRUTINY COMMITTEE – 17TH JANUARY 2019

SUBJECT: HALF YEAR PROGRESS UPDATE THE CAERPHILLY WE WANT WELL-BEING PLAN 2018-2023

REPORT BY: CORPORATE DIRECTOR - EDUCATION AND CORPORATE SERVICES

1. PURPOSE OF REPORT

- 1.1 To update Partnerships Scrutiny Committee of the half year performance update presented to the Caerphilly Public Services Board on the 4th December 2018.

2. SUMMARY

- 2.1 This is a covering report for the 'Performance Framework and Half-year Progress Updates' report presented to the Caerphilly Public Services Board (PSB) at its meeting of the 4th December 2018, (Appendix 1).

3. LINKS TO STRATEGY

- 3.1 The PSB has a statutory duty to prepare a local well-being plan and report on progress, including the production of a statutory annual report. The Future Generations Commissioner has stated that she wishes to see how PSB's are tracking progress based on outcomes and outputs and that it is important to measure what matters not what can be counted.
- 3.2 Partnerships Scrutiny Committee are the local authority committee with responsibility for scrutinising the work of the Caerphilly Public Services Board.

4. THE REPORT

- 4.1 The performance of the Caerphilly PSB is included within the forward work programme of Partnerships Scrutiny Committee. Committee have agreed to scrutinise performance at each of its meetings.
- 4.2 This report includes the updates provided to the PSB on progress against the Actions and Enablers in 'The Caerphilly We Want 2018-2023' well-being plan for the period from May 2018 to September 2018.
- 4.3 At the December meeting the PSB considered that it would like to review performance at each of its quarterly meetings on a rotational basis. This will affect the information that Partnerships Scrutiny Committee sees at each of its meetings as this committee meets twice a year, while the PSB meets quarterly. The PSB will assess its own performance by looking at Action Areas and Enablers in two sets; however it would like to consider its Communications and Engagement at each meeting:

SET A:

Enabler 2	Communications and Engagement
Enabler 3	Procurement and Commissioning
Action Area 2a	Volunteering
Action Area 2b	Apprenticeships
Action Area 4a	Safer Communities
Action Area 4b	Resilient Communities

SET B:

Enabler 2	Communications and Engagement
Enabler 4	Asset Management
Action Area 1	Best Start in Life
Action Area 3	Good Health and Well-being
Action Area 5	Natural Environment

- 4.4 The review of performance through assessment by the PSB, and scrutiny by Partnerships Scrutiny Committee, will be set within the calendar as follows:

PSB Meeting					
June		September	December		March
Set A		Set B	Set A		Set B
Quarter 3 and 4		Quarter 4 and 1	Quarter 1 and 2		Quarter 2 and 3
Partnerships Scrutiny Committee					
	July			January	
	March and June PSB reports			Sept and Dec PSB reports	

- 4.5 Partnerships Scrutiny Committee has set its Forward Work Programme to consider each of the areas in 4.3 above thematically in more depth at each of its meetings. Given the 5-year cycle of the well-being plan this means that each of the ten areas will be scrutinised in depth at least once.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 This report contributes to the Well-being Goals set out in the Links to Strategy above. It is consistent with the five ways of working as set out in the sustainable development principle in the Act, since it allows Partnerships Scrutiny Committee to consider how the actions of the Public Services Board are:

- Long Term – Balancing short-term needs with the needs to safeguard the ability to also meet long-term needs
- Prevention - Acting to prevent problems occurring or getting worse to help public bodies meet their objectives
- Integration – Considering how the well-being objectives may impact upon each of the well-being goals, or on the objectives of other public bodies
- Collaboration – Acting in collaboration with any other person that could help the board to meet its well-being objectives
- Involvement – Involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the area which the body serves.

6. EQUALITIES IMPLICATIONS

- 6.1 This report is for information purposes only, so the Council's full Equalities Impact Assessment process does not need to be applied. The impetus of the legislation, in respect of a 'More Equal Wales', does however support equalities issues and so the work of the PSB considers equalities requirements throughout.

7. FINANCIAL IMPLICATIONS

7.1 There are no financial implications in relation to this report.

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications in this report.

9. CONSULTATIONS

9.1 This report has been sent to the consultees listed below and all comments received are reflected in this report.

10. RECOMMENDATIONS

10.1 That committee note the progress updates provided to the PSB and consider how it would like to scrutinise thematic areas as part of its Forward Work Programme.

11. REASONS FOR THE RECOMMENDATIONS

11.1 To allow Partnerships Scrutiny Committee to discharge its duties under Section 3 of the Well-being of Future Generations (Wales) Act 2015.

12. STATUTORY POWER

12.1 Section 35 of the Well-being of Future Generations (Wales) Act 2015.

Author: Kathryn Peters, Corporate Policy Manager CCBC and Caerphilly PSB Coordinator

Consultees: Councillor David Poole, Leader of the Council and Chair of the PSB
Christina Harrhy, Interim Chief Executive
Councillor Jamie Pritchard, Chair of Partnerships Scrutiny Committee
Councillor Dianne Price, Vice Chair of Partnerships Scrutiny Committee
Richard Edmunds, Corporate Director, Education and Corporate Services
Stephen Harris, Interim Head of Business Improvement
Mike Eedy, Principal Accountant
Anwen Cullinane, Senior Policy Officer (Equalities and Welsh Language)
Shaun Watkins, Principal HR Officer

Appendices:

Appendix Performance Management Framework and Half-year Progress Updates - Report to Caerphilly PSB 4th December 2018 with associated appendices

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PUBLIC SERVICES BOARD – 4TH DECEMBER 2018

SUBJECT: PERFORMANCE MANAGEMENT FRAMEWORK AND HALF-YEAR PROGRESS UPDATES

**REPORT BY: KATHRYN PETERS - CORPORATE POLICY MANAGER,
CAERPHILLY COUNTY BOROUGH COUNCIL**

1. PURPOSE OF REPORT

- 1.1 To update the PSB on changes to the Performance Management Framework following the Healthy Boards development session on the 11th of September 2018.
- 1.2 To update the PSB on progress and exceptions against 'The Caerphilly We Want 2018-2023' Enablers and Action Areas at the half-year point.

2. SUMMARY

- 2.1 The Healthy Boards session at the last PSB meeting, delivered by Academi Wales, focussed on the characteristics of high performing organisations. Part of the session highlighted that public sector boards can fall into the trap of focusing on 'too much governance and too little improvement' and that the requirement to provide accountability and assurance through performance reporting, and democratic scrutiny, needs to be balanced against transformation and improvement. This report briefly summarises the streamlining that has occurred in the performance reporting framework following the Healthy Boards session.
- 2.2 The half-year performance reports for each Enabler and Action Area are appended to this Report. Subsequent to this meeting they will be provided to Partnerships Scrutiny Committee on the 17th of January 2020.

3. LINKS TO STRATEGY

- 3.1 The PSB has a statutory duty to prepare a local well-being plan and report on progress, including the production of a statutory annual report. The Future Generations Commissioner has stated that she wishes to see how PSB's are tracking progress based on outcomes and outputs and that it is important to measure what matters not what can be counted.

4. THE REPORT

- 4.1 At the last PSB meeting the board received the full set of Enablers and Action Area under the five-year well-being plan. Board members will recall that the documentation that supports and underpins the well-being plan has been developed over the past 12-months with the first workshop on the performance management framework taking place in December 2017. The templates for the chosen Enablers and Action Areas were developed using the Future Generations Commissioner's Framework for Projects. Their content has reflected the chosen

priority areas and, in addition, has taken all of the qualitative and quantitative information developed as part of the assessment and planning stages and distilled the output into a set of ten supporting frameworks, numbered for tracking purposes as below:

E2	Communication and Engagement
E3	Procurement and Commissioning
E4	Asset Management
AA1	Best Start in Life
AA2a	Volunteering
AA2b	Apprenticeships
AA3	Good Health & Wellbeing
AA4a	Safer Communities
AA4b	Resilient Communities
AA5	Natural Environment

As these frameworks are five-year plans they consequentially include quite a lot of information. The management of delivery against these rests with the group of Lead Officers nominated by the Board, who, along with their chosen delivery partners, are progressing the enablers and actions.

- 4.2 Following the last Board meeting, and the development session, it became clear that the Board wished to be assured that the Lead Officers were delivering against the plan but that the PSB would prefer to focus its attention on improvement and challenge, and would like the volume of information it is presented with to be slimmed down. A workshop session was held with the Gwent Police representative, the independent member for Aneurin Bevan University Health Board, along with the Caerphilly Council Interim Head of Business Improvement, Corporate Policy Manager, and Senior Policy Officer.
- 4.3 Changes have been made to the delivery plan template to reduce the volume of information included within. Policy support staff are in the process of transposing the information over to the new template. However, it should be noted that Lead Officers and delivery groups would like to retain their more detailed documents as they report that this will assist them with delivery. Changes have also been made to the quarterly exception report template and the six-monthly reporting template. In the case of the latter the current set of actions are on the reverse of the form so that the Board can see at a glance what delivery should be in progress at any time. The action plan templates will be lodged on the PSB website once the transposition of information is complete. However, the intention is to bring the complete set back to the March 5th 2019 PSB meeting so that the Boards can be assured of their content.
- 4.4 The December and June meetings of the PSB are the point in the annual calendar at which the Board will receive performance reports for discussion and comment. These are appended to this report. This is the first set of reports under the current five-year plan. The PSB will appreciate that delivery did not commence until after the Plan was published in early May this year and that Lead Officers and Groups have been forming their delivery arrangements, and in some case completing their draft action plans. The current progress updates will be provided by the Board Champions for each area.
- 4.5 There may be options to further de-clutter the meetings of the PSB. The PSB may wish to consider structuring its performance reporting so that reports are split over each meeting of the PSB, potentially alternating, with half the Action Areas/Enablers discussed at each meeting.

5. WELL-BEING OF FUTURE GENERATIONS

- 5.1 The PSB has a duty to deliver on its well-being objectives and track progress against them. Monitoring performance facilitates cross-organisational discussions and identifies opportunities to further the 5 ways of working and maximise contribution to the well-being goals.

6. EQUALITIES IMPLICATIONS

6.1 There are no equalities implications in this report.

7. FINANCIAL IMPLICATIONS

7.1 There are no financial implications in this report.

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications in this report.

9. CONSULTATIONS

9.1 This report reflects the views of the consultees.

10. RECOMMENDATIONS

10.1 This report is for the PSB to consider the changes to the performance framework and to allow discussion on the half-year progress reports.

10.2 That, additionally, PSB considers whether it wishes to alternate reporting over each of its meetings.

11. STATUTORY POWER

11.1 Well-being of Future Generations (Wales) Act 2015 and associated statutory guidance.

Author: Kathryn Peters, Corporate Policy Manager, CCBC, peterk@caerphilly.gov.uk
Consultees: Steve Harris, Interim Head of Business Improvement CCBC
Shelley Bosson, Independent Member Aneurin Bevan University Health Board
Nick McLain, Superintendent, Gwent Police
Paul Cooke, Senior Policy Officer

Appendices:

Appendix 1 - Half-year Performance Reports

E2	Communication and Engagement	Kath Peters
E3	Procurement and Commissioning	Christina Harray
E4	Asset Management	Christina Harray
AA1	Best Start in Life	Mezz Bowley
AA2a	Volunteering	Martin Featherstone
AA2b	Apprenticeships	Christina Harray
AA3	Good Health & Wellbeing	Bronagh Scott
AA4a	Safer Communities	Nick McLain
AA4b	Resilient Communities	Christina Harray
AA5	Natural Environment	Steve Morgan

Caerphilly Public Services Board Well-being Plan
Six Monthly Performance

Date: 4th December 2018

Enabler: E2 Communications & Engagement
Contribution to the 4 Well-being Objectives:
Positive Change —
Positive Start —
Positive People — Effective communication and engagement will be crucial in supporting the Caerphilly Public Services Board in striving towards achieving its vision and is fundamental to the “Involvement” element of the sustainable development principle.
Positive Places —
Contribution to the 7 Well-being Goals:
 Effective communication and engagement is intrinsic to the development of a prosperous Wales, a resilient Wales, a healthier Wales, a more equal Wales, a Wales of cohesive communities, a Wales of vibrant culture and thriving Welsh language, and a globally responsible Wales

2018
24

Performance measures where identifiable	Is there a risk this will not be achieved?
	Yes
	No
Qualitative measures	

Evidence

Review and Update tasks

- Menter Iaith Caerffili and Caerphilly Over 50 have agreed to attend the Communications and Engagement Group
- Report on openness and transparency taken to the PSB September 2018
- Communications and Engagement Strategy updated to reflect status of the group and well-being plan
- Work commenced to review Annual Conference structure and membership

Identify, Map and Develop communication and engagement opportunities

- Workshop run to develop plan and begin the process of mapping opportunities across partners
- Caerphilly PSB twitter account has been established @caerphillyPSB
- #CaerphillyWeWant hash tag is beginning to be used by groups like the Youth Forum at events

Branding and Social Media

- Branding guidelines and logo pack developed, hard copies are available if required
- Closed group Facebook page has been created to allow for electronic discussions and ideas sharing / testing between group members



Ref	Key Tasks Year 1-2	Progress Years 1-2
A	Develop a meaningful long-term engagement and communications strategy	<p>The membership of the group has been reviewed and updated.</p> <p>A review of the current PSB communications and engagement strategy has been undertaken to ensure it meets the needs of the Caerphilly PSB Well-being Delivery Plan.</p> <p>A review of partner organisations' well-being objectives to identify communications and engagement priorities is ongoing</p>
Page 25	Identify, Map and Develop communication and engagement opportunities	<p>Communications and engagement resourcing has been mapped within each organisation to facilitate integrated and collaborative working in the future</p> <p>Work to identify and develop opportunities for communications of the collaborative successes of other enablers, action areas and PSB partners is ongoing.</p> <p>Discussions are being held with the other groups to identify how this enabler can support other action areas</p>
C	Jointly communicate the positive messages about the county borough	<p>Work is ongoing to make best use of PSB social media accounts and linkages to partners social media platforms</p> <p>Shared branding guidance for the PSB logo to ensure PSB partnership activity is branded accordingly has been developed.</p>
<p>Guidance sought from the Public Services Board</p> <p>No exceptions to report</p>		

Caerphilly Public Services Board Well-being Plan
Six Monthly Performance

Date:
4th December 2018

Action Area: E3 Procurement and Commissioning

Contribution to the 4 Well-being Objectives:

This Action Area will make significant contributions to the Positive Change Objective. A shared commitment to improving the way we work together to develop a modern, flexible and innovative approach to procurement and commissioning.

The proposed work also has the potential to support and contribute to other Action Areas, and links are being made to these Groups. There is particular synergies with the Apprenticeships, Asset Management and Resilient Communities Groups.

Contribution to the 7 Well-being Goals:

The work will make contributions towards a Prosperous, Resilient, Healthier, Cohesive and a Globally Responsible Wales.

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Performance measures where identifiable	Is there a risk this will not be achieved?
On an annual basis record the number of contracts awarded by taking into account sustainability strategies and objectives.	No
On an annual basis record the number of suppliers signed up to the Welsh Government Code of Practice – Ethical Employment in Supply Chains.	No
On an annual basis record the number of contracts that include community benefits and/or social value clauses.	No
Qualitative measures	

Evidence

The proposed terms of reference (ToR) and drafts of the delivery plan have been disseminated to representatives of the Group. Unfortunately a number of meetings have been postponed due to low attendance, therefore a number of task leads are yet to be identified. However it should be noted that discussions are being held with representatives of the partnering organisations. Dr Eurgain Powell from the Office of the Future Generations Commissioner has been proactively supporting the Group and offering feedback on the ToR and draft delivery plan. At the request of Dr Powell an Officer from Procurement will be attending and presenting information on Sustainability and Collaboration at the next Sustainable Development Co-ordinators Cymru (SDCC) on 5 December 2018.

A Code of Practice (CoP) on Ethical Employment in Supply Chains has been developed by Welsh Government to support the development of more ethical supply chains to deliver contracts for the Welsh public sector and third sector organisations in receipt of public funds. Caerphilly CBC, Aneurin Bevan University Health Board, Gwent Police and South Wales Fire and Rescue Service have formally adopted and signed up to the CoP and developed an action plan to support the twelve commitments contained within the CoP. The other partnering organisations are in the process of formally signing up to the CoP.

Discussions undertaken with representatives of Welsh Government in relation to measuring and monitoring community benefits/ social value clauses within Contracts via National Themes Outcomes and Measures (TOMS) Framework (or equivalent) aligned to WFG Act. New version of the Community Benefits Measurement Tool circulated across the public sector for initial consultation and feedback requested by 30 November 2018.



Ref	Key Tasks	Progress Years 1-2
A	Collaboration on spend and produce a sourcing plan (on a Gwent footprint to be aligned with Welsh Government's national approach once finalised). This will include the development and engagement with the third sector on possible opportunities.	This is a medium term task (2-3 years). Limited progress due to the recent announcement by Welsh Government in relation to the National Procurement Service & Value Wales. Awaiting update on the future national strategy and approach.
B	Adoption of Welsh Government's Code of Practice ('CoP') - Ethical Employment in Supply Chains.	Organisations are actively adopting/ signing up to the CoP and developing action plans. This information is available via TISC – https://tiscreport.org
C	Apply Community Benefits and/or Social Value Clauses in all Contracts (where applicable). Develop appropriate guidance and effective mechanism for 'buyers and suppliers' on the identification and recording of social, economic and regeneration benefits.	Actively consulting with Welsh Government on the New version of the Community Benefits Measurement Tool. Adopted within Caerphilly CBC's Programme for Procurement 2018-2023. Links to the Apprenticeships Group to ensure clauses covering apprenticeship opportunities, targeted, recruitment and training are included and subsequently monitored within appropriate Contracts. This will hopefully highlight opportunities, increase numbers and raise awareness.
D	Development of Local Supply Chains. Including a 'Passport to Trade' methodology. Streamline and standardise on processes and procedures, use of technology by taking into account the local, regional and national digital agenda.	This is a medium to long term task (2-5 years) depending on individual organisations technical capability. This will also be linked to the National approach to Procurement (as referenced in A above under progress) Caerphilly CBC implementing the 'Passport to Trade' methodology and will be able to pass on knowledge and experiences to our partners.

Guidance sought from the Public Services Board



**Caerphilly Public Services Board Well-being Plan
Six Monthly Performance**

**Date:
4th December 2018**

Enabler: E4 Asset Management
Contribution to the 4 Well-being Objectives:
Positive Change — Encourage partners to work together
Positive Start —
Positive People — Providing local ‘community hub’ facilities for people to ensure they access key services
Positive Places — Managing our green infrastructure to ensure a low carbon society

Contribution to the 7 Well-being Goals:
A prosperous Wales, A resilient Wales, A healthier Wales, A more equal Wales, A Wales of cohesive communities, A Wales of vibrant culture and thriving Welsh language, A globally responsible Wales.

Performance measures where identifiable	Is there a risk this will not be achieved?
	Yes
	No
Qualitative measures	

Evidence


Asset Management information pack developed to inform development of the Asset Management Delivery Plan

Delivery Plan completed and shared with partners

Asset Map developed for all PSB Partner sites

Undertaking a Gwent Regional Electric Vehicle Charge Point Feasibility Study, which is currently out for tender. Funding secured from Welsh Government (£10K), Natural Resources Wales (£10K) plus a £1K contribution from each PSB partner.

Submitted a grant bid to the Welsh Government Assets Collaboration Programme Wales Phase 2 fund to undertake a Gwent Regional Fleet Review, to support the Electric Vehicles and charge Point Infrastructure work.

 Endeavoured to arrange an opportunities meeting with PSB partners on two occasions but unable to get commitment from sufficient key partners to attend the meeting. This will now be escalated to the PSB.

Ref	Key Tasks	Progress Years 1-2
A	Map our Assets—identify current use of buildings and opportunities for shared use with PSB Partners	Asset Map created for all PSB Partners sites. Opportunity for further work and to split the assets into land, transport, supporting delivery etc.
B	Identify and explore opportunities for collaborative working with PSB Partners	Unable to get sufficient PSB Partners to an 'Opportunities Meeting' to identify and explore opportunities for collaborative working
C	Link with Welsh Government Assets Working Group	Developed links with Paul Bryant and Welsh Government Assets Working Group. The aim was to link the two groups following the 'opportunities meeting', which hasn't happened.
D	Explore opportunities to link with Community Hubs Project	Unable to get sufficient PSB Partners to an 'Opportunities Meeting' to identify and explore opportunities for collaborative working
E	Investigate any available Welsh Government funding that could assist the group.	Submitted a grant bid to the Welsh Government Assets Collaboration Programme Wales Phase 2 fund to fund the Gwent Regional Fleet Review. Also looked at opportunities for other Asset Management projects, but the timescale of the funding was too short to achieve any other possible projects.
F	Increase our use of electric vehicles and charge point infrastructure	<p>Gwent Regional electric vehicle charge point feasibility study currently out for tender. The contract will hopefully be awarded in December, with the work completed by May 2019.</p> <p>Sourcing funding to undertake a Fleet review to identify potential cost savings by switching to low emission vehicles.</p>

Guidance sought from the Public Services Board

Endeavoured to arrange an opportunities meeting with PSB partners on two occasions but unable to get commitment from sufficient key partners to attend the meeting.

Caerphilly Public Services Board Well-being Plan
Six Monthly Performance

Date: 4th December 2018

Action Area: AA1: Best start in life
Contribution to the 4 Well-being Objectives:

Positive Change—embedding prevention into all that we do
Positive Start—providing the Best start in life for current and future generations
Positive People—securing the best outcomes for current and future generations
Positive Places— supporting more resilient communities, prosperous economies and stronger societies by reducing inequalities.

Contribution to the 7 Well-being Goals:
Prosperous Wales, A resilient Wales, A healthier Wales, A more equal Wales, A Wales of cohesive communities, A Wales of vibrant culture and thriving Welsh language, A globally responsible Wales.

Performance measures where identifiable	Is there a risk this will not be achieved?
Training outcomes : improved understanding of early intervention + confidence in signposting	
Educational Attainment outcomes of children at age 3, 11 + 16 + NEETS (Children First areas)	
Reduction in public health outcomes measured in ACEs report	
Quantifiable measures	

Evidence

Best start in life Information pack completed to inform development of Action Plan

Action Plan completed and shared with partners.


PSB Champion, Lead officer and Policy Support attended Welsh Government Thematic day for Best start in life. Please see attached Exception Report.

PSB Champion, Lead officer and Policy Support attended ACEs Hub PSB Strategic Development Day.

Partnership Agreement between Caerphilly PSB and CymruWellWales on the First 1000 Days Collaborative,. PSB Champion, Lead officer and Policy Support attended meeting with Public Health Wales to progress.

6 Trainers qualified to deliver ACEs training across multi sectors.

Theory of Change model developed for Children First pilot zones.



Ref	Key Tasks	Progress Year 1—2
A	Develop the Best Start in Life Action Area	<p>All feedback gathered through both the Assessment of Need engagement process plus the development of The Caerphilly We Want Well-being Plan has been reviewed and has informed the development of this Action Area.</p> <p>The Action Plan for Best start in Life has been developed and shared with stakeholders and other PSB Action Areas.</p> <p>Best start in life has also been chosen by Welsh Government as a national priority theme and thus work is progressing on a national, regional and local level.</p>
B	Develop a Whole Systems Approach	<p>Journey started , with partners, to map the early years system to identify assumptions, strengths, risks, gaps and opportunities for change to inform future development and delivery. Development day planned to progress.</p>
Page C 31	Co-ordinate First 1000 Days Initiative	<p>Attended meeting with Public Health Wales to explore system engagement. Caerphilly PSB has signed a Partnership Agreement with CymruWellWales committing to the First 1000 Days Collaborative.</p> <p>Core working group established for First 1000 Days initiative</p>
D	Reduce the impact of Adverse Childhood Experiences	<p>ACEs Hub PSB Strategic Development Day attended.</p> <p>Local training group established to co-ordinate trainers.</p> <p>Core group of trainers across multi sectors, have completed the Train the Trainer qualification and can now deliver to multi sector workforces.</p> <p>Meeting held with Gwent Police to progress to education element of the Early Action Together initiative.</p>
E	Co-ordinate Children First pilot zones	<p>Core group established for Children First initiative. Theory of Change model developed which has informed the development of the operational plan.</p>

Guidance sought from the Public Services Board

Exception Report attached to request PSB approval for Caerphilly to become an Early Years Pathfinder on Integration.

**Caerphilly Public Services Board Well-being Plan
Six Monthly Performance**

**Date: 4th December
2018**

Action Area: AA2A Volunteering
Contribution to the 4 Well-being Objectives:
Positive Change— developing a recognition of value and benefit of volunteering for well-being and encouraging involvement in the enablers
Positive Start— embedding and supporting volunteering with children and families to develop citizenship
Positive People—providing opportunities to develop a culture of sharing skills, supporting each other and promoting active citizenship
Positive Places— supporting resilient and cohesive communities by bringing people together for community action
Contribution to the 7 Well-being Goals:
 The Volunteering delivery plan contributes to all 7 Well-being Goals by encouraging the involvement of citizens in local community action. Volunteering is particularly relevant to Healthier Wales, More Equal Wales, Cohesive Communities, Vibrant Culture and Thriving Welsh Language.

Performance measures where identifiable	Is there a risk this will not be achieved?
Number of PSB partner volunteering opportunities promoted and filled	
PSB staff takeup of volunteering opportunities	
Number of volunteers moving into apprenticeships, employment	
Qualitative measures	
Volunteering journey case studies	

Evidence
 Volunteering Delivery plan considered by first workshop and notes and comments circulated to group members, further meeting arranged for 5/12/18 to agree revised plan confirm immediate tasks and leads.
 Steering group membership reviewed
 Connections made with Apprenticeships Action Area
 Discussions with CCBC Corporate Volunteering Champion, Dave Street.
 New Volunteering Wales platform being populated with volunteering opportunities for all ages and abilities
 Annual Volunteering Awards in September incorporated Mayor's Award, and awards sponsored by partners, consideration for next year how the Awards could incorporate new categories for corporate social responsibility / additional PSB partners



Ref	Key Tasks	Progress years 1-2
A	Develop a coordinated approach to volunteering to enable all PSB partners to promote volunteering for well-being effectively	<p>PSB members invited to identify contact within their organisations for future involvement in Volunteering theme and invited to first workshop on 4/9/18</p> <p>Officers have met to review the membership to identify steering group</p> <p>Steering group meeting on 5/12/18 will revise action plan based on workshop and identify immediate tasks and leads</p>
B	Corporate social responsibility to enable staff of PSB organisations to volunteer.	<p>Volunteering Champion, Martin Featherstone and Policy Support met with Dave Street, CCBC Volunteering Champion to discuss the action area and progress on corporate volunteering</p> <p>Agreed to arrange a meeting with Tanya Strange, ABUHB Frind I Mi, to discuss their approach to recruiting staff, policies and procedures</p> <p>Discussions to be arranged with other PSB members to identify good practice in corporate volunteering</p>
C	Recognise and utilise volunteering as a first step to the employment market.	<p>Volunteering Lead, Stephen Tiley, attended the Apprenticeships workshop to make links</p> <p>Stephen Tiley meeting with Tina McMahon on 10/12/18 to look at synergies between Volunteering and Apprenticeships.</p>
D	Provide volunteering opportunities that are appropriate for all ages and sectors of the community.	<p>Work is ongoing to populate the new Volunteering Wales platform with opportunities and sign up organisations, including PSB partners to the site.</p> <p>Volunteering team will be contacting identified PSB contacts to introduce the site.</p>

Guidance sought from the Public Services Board

No exceptions to report

**Caerphilly Public Services Board Well-being Plan
Six Monthly Performance**

**Date: 4th December
2018**

Action Area: AA2b Apprenticeships
Contribution to the 4 Well-being Objectives:
 This Action Area will make significant contributions to the Positive People Objective

The proposed work also has the potential to support and contribute to all of the other Action Areas, and links are being made to these other groups. There is particular synergy with the Volunteering Action Area, and the Lead for this Action Area is a member of the Apprenticeships Group in order to begin to make those links

Contribution to the 7 Well-being Goals:
 The proposed work will make a significant contribution to the Prosperous Well-being Goal. It will also contribute to the More Equal and Cohesive Communities Goals.

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Performance measures where identifiable	Is there a risk this will not be achieved?
The number of apprenticeships, work placements and employment opportunities provided by the Council's Welsh Housing Quality Standard programme	
The number of people engaged in employment through the employment support programmes	
Qualitative measures	
Case studies and interviews with participants on apprenticeship schemes with PSB partners...	

Evidence

A number of meetings have been held to date with all work based learning providers to engage them in the process and scope out local provision. In addition visits to neighbouring Local Authorities in the region to identify examples of best practice. A presentation by Rhondda Cynon staff Council was provided to colleagues in CCBC on both the RCT Apprenticeship programme and the regional agenda. The learning will inform the Caerphilly model moving forward. Discussions are on going with Coleg y Cymoedd and local business to ensure work force planning needs and local skills gaps are going to be addressed in the private sector as well as the public sector. This is something the Caerphilly Business Forum could lead on moving forward.

A first meeting of the Apprenticeships Action Area Working Group was held on the 19th October 2018. The meeting was well attended with representatives from Welsh Government, Caerphilly County Borough Council, South Wales Fire & Rescue Service, Aneurin Bevan UHB, Housing Associations, colleges, training providers and the voluntary sector. A number of new partners attended as a result of the meetings outlined above.

A workshop was held looking in detail at the draft Delivery Plan with suggested amendments made and leads identified for some tasks.



Ref	Key Tasks	Progress 1-2 years
A	Employment, Education and Training	<p>Work is underway to ensure apprenticeship programmes are aligned to workforce planning needs and where skill shortages are evident, including areas and roles that are difficult to recruit to across PSB partner organisations.</p> <p>A mapping exercise has begun to identify existing programmes, providers and opportunities, with the aim of developing a clear point of contact</p>
Page B 35	Communities, Outreach and Links	<p>The importance of developing close links with the Volunteering element of the Action Area, was identified to provide residents with opportunities for progression into employment. The Lead for the Volunteering Action Area is a member of the Apprenticeships Working Group</p> <p>Opportunities to work with the Procurement Enabler, were identified, to maximise the community benefits and targeted recruitment and training opportunities arising from public sector contracts</p>
C	Platforms and Communication	<p>Work has been initiated to map all current traineeship and apprenticeship programmes and structures across PSB partner organisations.</p> <p>Initial discussions have been held to explore the most appropriate way to deliver a 'one stop shop' approach across PSB partner organisations, to raise awareness of apprenticeship opportunities</p>
Guidance sought from the Public Services Board		

Caerphilly Public Services Board Well-being Plan
Six Monthly Performance

Date: 4th December 2018

Action Area: AA3 : Good health and well-being

Contribution to the 4 Well-being Objectives:

Positive Change—embedding prevention into all that we do
Positive Start— providing the Best start in life for current and future generations
Positive People—securing the best outcomes for current and future generations
Positive Places— improving services, improving health and well-being

Contribution to the 7 Well-being Goals:

The Good health and well-being delivery plan demonstrates how we are maximising contributions to all 7 Well-being Goals. These are : A prosperous Wales, A resilient Wales, A Healthier Wales, A more equal Wales, A Wales of cohesive communities, A wales of vibrant culture and thriving welsh language, A globally responsible Wales.

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Performance measures where identifiable	Is there a risk this will not be achieved?
Reduce smoking prevalence	
Achieve uptake targets in vaccinations	
Achieve targets in national screening programmes	
Quantifiable measures	

Evidence

Good health and well-being Delivery Plan completed


Refreshed Caerphilly Neighbourhood Care Network Plans x3 submitted to Welsh Government—these are now aligned to key local strategic plans and policies including this Action Area .

Media campaigns promoting flu immunisations and Choose Pharmacy—common ailment service

Care Navigation training has been provided for all GP practice reception staff between September and Dec 2018

NCN and Third Sector workshop held 22nd November 2018

Well-being at work events

Share your Story  Draft Winter Plan in place.

Ref	Key Tasks	Progress Year 1-2
AA3	Develop the Good health and well-being Action Area	All feedback gathered through both the Assessment of Need engagement process and the development of The Caerphilly We Want Well-being Plan has been reviewed and has informed the development of this Action Area. The Delivery Plan for Good health and well-being has been developed and shared with other PSB Enablers and Action Areas. Joint working with other Enablers and Action Areas has begun.
AA 3.1	Improve joint working with an emphasis on prevention to address current and future health challenges	Utilised local media to promote uptake of flu immunisations. A Flu Communications Pack has been developed for primary schools to share messages with parents—all primary school age children are now eligible for Flu vaccination. E Learning Flu Awareness training has been promoted with front line staff across health and social care. Screening Champions (inc. breast, bowel + cervical) training agreed for voluntary sector partners in early 2019 to increase uptake
AA 3.2	Invest in the well-being of our staff	Staff well-being events held. Encouraging uptake of flu vaccination via e learning, media and internal communications. Vending machine provision changed to a healthier choice Exploring opportunities with Action Area 5 (Promote + enhance the local natural environment) to promote active travel and access outdoor green space
AA 3.3	Provide an integrated system of health, social care and well-being closer to home through the Neighbourhood Care Network	All three NCN (Neighbourhood Care Network) plans have been reviewed and submitted to Welsh Government —these are now aligned to the key priorities of this action area, the Integrated Partnership Board and ABUHB’s Integrated Medium Term Plan. All 3 plans are also aligned to the 5 Ways of Working and the 7 Well-being Goals. NCNs have agreed funding for health visitor projects including constipation training and safer sleeping . These initiatives also support Area Action 1—Best start in life. Refocused NCN meetings to encourage greater involvement of key stakeholders around the table using a workshop approach around key priorities with key actions and outcomes. NCN cluster workshops on obesity to be held early 2019. Caerphilly Winter Plan developed for all services who deliver front line and support services. Focuses on inclement weather and business continuity. ‘Choose Pharmacy’ - common ailment service promoted via local media and NCN clusters.
AA 3.4	Ensure front line staff have the necessary skills and expertise to provide joined up services that meet the needs of residents	Care navigation training running between Sept—Dec18, has been provided for all GP practice reception staff which aims to direct patients to most appropriate service in a more timely fashion. Caerphilly wide NCN workshop on 22nd Nov 18 with third sector partners will raise awareness of services provided in Caerphilly and identify gaps in service which will be taken forward to form a work plan.
AA 3.5	Work in close collaboration with the Regional Partnership Board for health and social care to ensure our individual priorities	Reviewing current reporting governance frameworks within Caerphilly. Currently there is a multi partner management forum which provides support for NCN clusters and will act as a conduit to the Integrated Partnership Board. There is a requirement to improve the communication between the Gwent Regional Partnership Board, the Caerphilly PSB and the Integrated Partnership Board.
AA 3.6	Create a supportive environment that enables residents to manage their physical, mental and well-being needs in partnership	Making Every Contact Count training is being delivered to frontline staff. E learning is available for non-NHS staff. Preparations are underway to prepare for the new Smoke free legislation including raising awareness of organisation's Responsibilities and building upon existing smoke free policies in schools, playgrounds and hospital sites.

Guidance sought from the Public Services Board

Guidance is sought on governance / reporting arrangements between the Gwent Regional Partnership Board, the Caerphilly PSB and the Integrated Partnership Board.

Caerphilly Public Services Board Well-being Plan
Six Monthly Performance

Date:
4th December 2018

Action Area: AA4 – Safer Communities

Contribution to the 4 Well-being Objectives:

Positive Change—Improved partner working and sharing of workspace, facilities and information will use assets and resources more intelligently.

Positive Start—Educating young people in community responsibility, providing diversion from negative behaviours, work with Gwent Police ACES and Early Intervention providers.

Positive People—Building and maintaining collaborative working/engagement with partners to explore concerns, identify and action relevant solutions. Use of community engagement events to encourage increased reporting.

Positive Places—Work with partners to tackle environmental crime and property defacement and development of mediation services to help residents address problem persons and behaviour directly.

Contribution to the 7 Well-being Goals:

Safer Community actions will contribute towards the resilient, more equal and cohesive communities goals.


Performance measures where identifiable	Is there a risk this will not be achieved?
Reduced number of people entering Criminal Justice System	Yes
Effective response to ASB—Strike 3 and 4 numbers	No
Qualitative measures	
Feedback provided by the community following engagement events re. issues in area, perception of community safety and effectiveness of actions being taken.	

Evidence

From January 2019 there will be fortnightly partnership tasking to identify areas of demand and vulnerability and effectively respond to the risks of the challenges around Anti-Social Behaviour and Organised Crime faced in the area.

The newly appointed Anti-Social Behaviour Co-Ordinator is in discussion with Gwent Police to provide ASB referral training sessions across CCBC to highlight the early intervention services available and how to refer ASB perpetrators into the process. The aim being to increase the effectiveness of the ASB response which in turn will assist in reducing numbers into the CJ System.

Community Event held in New Tredegar held to gather information about resident’s concerns around community perceptions of crime, disorder and ASB and to provide partnership reassurance. Event evaluation currently being prepared by Gwent ASB Co-Ordinator for partner dissemination.

 Considerable proactive work undertaken in relation to the existing Organised Crime Groups in CCBC and further group identified.

Ref	Key Tasks	Progress 1-2 years
A	Maintain an accurate picture of Anti-Social Behaviour and those responsible; encouraging and facilitating reporting and strengthening community confidence by effectively tackling issues through use of statutory powers or partnership referral and utilising early intervention and prevention schemes.	<ul style="list-style-type: none"> • Introduction of specific Anti-Social Behaviour Co-Ordinator position within CCBC Community Safety Team. • Training delivery planned for Police to increase referrals • Creation of a group to respond to environmental crime—fly tipping/arson/off road biking (SE Wales Uplands Group)
B	Ensure responsibilities for PREVENT and CHANNEL under Counter Terrorism and Security Act 2015 are met and develop an action plan to ensure all duties are fulfilled including training provision and promotion of community cohesion.	<ul style="list-style-type: none"> • Planning in place for regular oversight Channel panel meetings • Free Prevent training has now been delivered to 1150 CCBC staff. • Community events arranged in conjunction with partner agencies and community organisations and Racism and Hate Crime sessions delivered in areas of concern as identified in partner meetings.
C	Work closely with statutory, specialist and internal partners to identify Serious Organised Crime through the Caerphilly Serious Organised Crime Partnership.	<ul style="list-style-type: none"> • The Caerphilly Serious Organised Crime Partnership is due to meet for the third time since its inception in April. There has been some considerable proactive work undertaken in relation to the existing OCG's in the Caerphilly Borough which has included a number of warrants which has resulted in asset seizures. • The Partnership has also identified a further Organised Crime Group within the Borough.
D	Work with partners to improve joint working and information sharing through the creation of the Caerphilly Community Safety Hub to address demand within Caerphilly County Borough.	<ul style="list-style-type: none"> • Hub office is being set up for use and will be operational January 2019

Guidance sought from the Public Services Board

Community Safety Partners are concerned over who will pick up the demand for service if the Community Safety Warden service is scrapped, as proposed in budget. This includes enforcement of PSPOs, reassurance visits, preventative ASB work.

**Caerphilly Public Services Board Well-being Plan
Six Monthly Performance**

**Date: 4th December
2018**

Action Area: AA4b Resilient Communities

Contribution to the 4 Well-being Objectives:

- ◆ **Positive Change** - The Coalition for Change Board is made up of representatives from all PSB partner organisations. A key focus is to use our assets and resources more intelligently for the benefit of our residents
- ◆ **Positive Places** - A comprehensive programme is being developed to improve the physical condition of the estate and the homes on it. Work is underway to improve the well-being and resilience of individuals and to allow them to reach their full potential

Contribution to the 7 Well-being Goals:

The work will make particular contributions towards the prosperous, resilient, healthier, more equal and cohesive communities goals.

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Performance measures where identifiable	Is there a risk this will not be achieved?
No. of homes having external wall insulation installed	No
No. of homes compliant with WHQS	No
Qualitative measures	
The LPC building (43 Atlee Court) is becoming increasingly used by the local community, mainly for information and Citizens Advice.	

Evidence

The multi-agency Coalition for Change Board has agreed an extensive programme of works at Lansbury Park based on the Deep Place Plan. Partnership working and community involvement will be key to delivering this work. The Board has agreed structures, responsibilities and reporting for each of its tasks.

Caerphilly Homes has invested £4.4m in undertaking internal works to Council homes in Lansbury Park. Works undertaken consist of bathroom improvements, new kitchens, rewires and new central heating systems. A further £4m has been spent on installing external wall insulation and undertaking associated improvements to Council homes in order to improve the energy efficiency of homes, address fuel poverty issues and improve well being.

Mapping existing service provision in order to understand what services are provided, to whom and by which organisation is essential to understanding the extent of service delivery within Lansbury Park, their cost and their effectiveness in addressing the complex range of issues that prevail within the community. An Academi Wales graduate has been appointed to spend 22 months on a project that will map the services currently delivered in Lansbury Park, this includes a placement with Caerphilly Homes, 8 months with Social Services and 8 months with the Aneurin Bevan Health Board.

There are now fortnightly Community Safety Hub meetings held with partners to prioritise the risks and effectively respond to the risks of the challenges around Drug, Alcohol, Anti-Social Behaviour and organised crime faced in the area.



Ref	Key Tasks	Progress 1—2 years
A	Consider how the findings and learning from the Lansbury Park work can be used to support other disadvantaged communities	This is a medium term task that will develop as the learning from the Lansbury Park work emerges
B	Establish project management, co-ordination, delivery structures and responsibilities	Coalition for Change Board held a very productive meeting on 24th October 2018, although one key partner (ABUHB) was not represented. Draft Terms of Reference were discussed. Task responsibilities and lead organisations were agreed. Officer appointed to co-ordinate work
C	Identify and evaluate the services currently being delivered for the benefit of residents within Lansbury Park, and the costs of delivery. Including a community audit	An officer has been appointed to co-ordinate work. Her priorities and work programme are in place.
D	Establish and deliver a programme of projects based on the Deep Place Study recommendations	Programme of projects agreed based on actions identified in Deep Place Plan. Leads, responsibilities and reporting structures agreed
E	Support housing partners to deliver appropriate, affordable and sustainable homes.	This is a medium term task that will develop as the learning from the Lansbury Park work emerges. The work to establish a more balanced, demographic profile in Lansbury Park by working with the existing housing allocations strategy, will be particularly relevant to this task

Guidance sought from the Public Services Board

Caerphilly Public Services Board Well-being Plan
Six Monthly Performance

Date: 4th December 2018

Action Area: AA5 Natural Environment

Contribution to the 4 Well-being Objectives:

Positive Change— Working with others to help everyone to understand the importance of the natural environment and how it underpins how we live, work and play.

Positive Start— Creating and maintaining healthy, green, well-connected green spaces and habitats to deliver multiple benefits for well-being.

Positive People— Enhancing and promoting local, natural environments, to help residents be more active and engaged.

Positive Places— Providing a network of connected green spaces to deliver multiple benefits for both individuals and nature.

Contribution to the 7 Well-being Goals:

A prosperous Wales, A resilient Wales, A healthier Wales, A more equal Wales, A Wales of cohesive communities, A Wales of vibrant culture and thriving Welsh language, A globally responsible Wales.

Performance measures where identifiable	Is there a risk this will not be achieved?
	Yes
	No
Quantifiable measures	

Evidence

- Protect and enhance the local environment pack developed to inform the development of the Delivery Plan
- Green Spaces workshop held to engage partners on the 'Protect and enhance the local natural environment' action area and to inform key actions for the delivery plan
- Green Spaces Core group established, with first meeting planned for December 2018. There is also a wider network of interested parties.
- Undertaking a Green Spaces / Health project looking at Active Travel, which will be completed by 31st March 2019
- Funding secured to undertake a trial mapping project in the Caerphilly County Borough, which will be complete by 31st March 2019
- Attended the Health and Volunteering Action area workshops to identify the links between Green Spaces, Health and Volunteering

Ref	Key Tasks	Progress 1-2 years
A	Create, complete and implement an integrated Green Infrastructure Strategy.	Green Infrastructure Strategy is led by CCBC. PSB stakeholders have been involved during development, for example at the Green Spaces workshop in Cwmcarn (consultants attended to talk about Strategy and listen to stakeholders). CCBC will provide an update at the Green Spaces Core Group meeting in December.
B	Establish a funding group of PSB organisations to share knowledge and identify opportunities for collaborative projects and funding bids.	Membership of Green Spaces Core Group agreed; first meeting is in December. Members of this group are currently part of other regional funding bids (eg. Welsh Government's Enabling Natural Resources and Wellbeing fund). Agenda for the first Green Spaces Core Group meeting includes an item to discuss current and potential funding bids (both in Caerphilly and regionally).
C	Map existing delivery, assets, opportunities and gaps of our green spaces and identify opportunities for change.	<p>Project proposal has been produced to start to deliver this action: 'Green Spaces in Caerphilly – looking at provision and use'. £5k identified (NRW funding) to commission the work in a number of communities in Caerphilly. The focus will be to consider:</p> <ol style="list-style-type: none"> 1) The provision of green space within the community 2) The maintenance of the community green space 3) The use of that green space by the community and community interaction with it 4) The future opportunities for that green space, including opportunities for greater community participation and involvement
Page 43a	Implement actions to increase the contribution that the environment makes to the health and well-being of residents.	<p>NRW has agreed a £15k contribution to be spent on using green space in Caerphilly to enhance health and wellbeing (spend to be completed by end March 2019). Have met with CCBC and Public Health Wales and agreed to focus on active travel (increasing opportunity for physical activity as part of daily routine). We are looking at hubs of workplace, school and social infrastructure. The project will work with people in these hubs to talk about barriers/opportunities to being more active and then help to promote and enhance connections to local green spaces. Expect delivery of project to start January 2019.</p> <p>Also working closely with Good Health Action Area to ensure that synergies are realised.</p> <p>Green Spaces network responded to consultation on CCBC Sport and Active Recreation Strategy.</p>
E	Implement actions to increase volunteering in the outdoors	<p>Have ensured that Green Space Core Group (and wider network) has lots of representation from organisations that can offer volunteering opportunities.</p> <p>Action Area Lead attended workshop for Volunteering Action Area in September to discuss synergy and interaction between two themes. Identified opportunities that now need to be followed up:</p> <ul style="list-style-type: none"> • Litter and fly tipping – support and resources for people who want to tackle this in their local area • Community flood planning and flood wardens for areas at risk of flooding • Looking after green spaces – opportunities for people to work together to improve their local environment e.g. improve access, provide services, improve quality. <p>Partners in the Green Space Core Group have highlighted lots of existing good practice to link to – eg. Healthy Rivers (river restoration, school education work); Routes 2 Life – volunteering at the horticultural site and countryside</p>

		skills; Green Care Volunteer – commercial landscaping offer – able to offer volunteer experience; Wood 2 Work & Men’s Shed – woodworking shop and peer mentoring.
F	Identify the opportunities for PSB Partners to share resources, assets and staff.	Membership of Green Spaces Core Group agreed; first meeting is in December. This item will be on the agenda.
Guidance sought from the Public Services Board		



Caerphilly Public Services Board
Notes of Meeting
 Held at 9.30 a.m on Tuesday, 5th June 2018
 Sirhowy Room, Ty Penallta

Present:-	
Cllr David Poole (Cllr DP)	Caerphilly County Borough Council (Chair)
Christina Harrhy (CH)	Caerphilly County Borough Council
Diana Binding (DB)	Wales Community Rehabilitation Company
Neil Taylor (NT)	Office of the Gwent Police and Crime Commissioner
Jeff Cuthbert (JC)	Gwent Police and Crime Commissioner
Shelley Bosson (SB)	Aneurin Bevan University Health Board
Judith Paget (JP)	Aneurin Bevan University Health Board
Huw Jakeway (HJ)	South Wales Fire & Rescue Service
Nick Mclain (NM)	Gwent Police
Ceri Davies (CD)	Natural Resources Wales
Mererid Bowley (MB)	Public Health Wales
Martin Featherstone (MF)	Gwent Association of Voluntary Organisations
Cllr Tudor Davies (Cllr TD)	South Wales Fire Authority
In attendance:-	
Kathryn Peters (KP)	Corporate Policy Manager, CCBC
Paul Cooke (PC)	Senior Policy Officer, CCBC
Alison Palmer	GAVO / CCBC
Apologies:-	
CC Julian Williams	Gwent Police
Nic Davies & Heather Nicholls	National Probation Service

Point	Agenda item	Action
	<p><u>Welcome:</u> The Chair welcomed all present to the meeting welcoming Judith Paget and Huw Jakeway who had not been in attendance recently.</p>	
1.	<p><u>Previous Notes and Matters Arising:</u></p> <p>Pg 2 Final Draft – JP amended the ABUHB statement to read “ABUHB confirmed that the plan would be signed off through a Chair’s Action.”</p> <p>Pg 2 – It was noted that the Home Office Action Plan for ACE’s that PK had promised to share was still in draft.</p> <p>Pg 3 - KP confirmed that information on Brexit had been included in the Plan. Comments had also been received from the Welsh Language Commissioner regarding the collaborative support for the language. The CCBC Welsh Language Strategy would be presented to the September PSB and members agreed to forward their own Welsh Language Strategies to KP for sharing across the PSB.</p>	ALL

Point	Agenda item	Action
	<p>Pg 5 – Youth Forum – A meeting had taken place with the forum recently to discuss their priorities. Their involvement in School Beat was noted and NT noted that their priorities would be incorporated in the Safer Gwent Strategy. It was agreed that they had given a mature, quality presentation and that they should be part of the decision making process going forward. The Youth Forum will continue to present their annual priorities to the PSB so that support may be given by board members.</p> <p>Pg 6 – Asset Management – It was noted that this would be discussed later on the agenda and it was suggested that James Owen be asked to update the September meeting on the Welsh Government Asset Strategy.</p> <p>Pg 7 – CCBC Regeneration Strategy – It was confirmed that links to the consultation had been circulated and members had been asked to provide contacts for Kelly Collins.</p> <p>Pg 7 – Standing Conference – KP reported that this would now be an Annual PSB Conference, the first of which would take place on 9th July 2019, and mailing lists would be refreshed later in the year.</p> <p>The notes of the previous meeting were agreed as a correct record.</p>	ALL
2.	<p><u>Well-being of Future Generations:</u></p> <p>a. “Caerphilly We Want” Well-being Plan 2018-23 KP reported that the Well-being Plan had been published by the deadline of 3rd May 2018. Staff of all the partner organisations were thanked for their support throughout the development of the plan. KP noted that the plan would be available on the PSB website and there would be a short print run of hard copies. An easy read version in English and Welsh was also available. KP requested members to remain for a publicity photograph at the end of the meeting. DB noted that the Easy Read version would be useful for probation offices.</p> <p>b. Progress Update – Action Plans KP presented an overview report on the development of the Action Area Action Plans, noting that some of the Champions would be presenting the updates for their action areas as part of this. She noted that the four enablers and five action areas, nine in all, were in varying stages of maturity and it was the intention to bring a full set of action plans to the September meeting. Explaining that some groups have been working together for some time, Policy Officers have been working with designated leads since March. A drop-in session with Welsh Government had confirmed that they would be expecting realistic delivery timescales. The first Leads and Policy support meeting had taken place on the 9th May to go through the Performance Framework and explain the process, including the responsibility to report to Partnership Scrutiny Committee. Policy Officers are assisting with drafting the action plans and providing the information packs including background research material and responses from wider partnership work and the public through the consultation processes.</p> <p>As previously agreed, performance reporting to the PSB would take place at the December and June PSB meetings, with Partnership Scrutiny taking place in January and July to enable them to see the most up-to-date information. Leads will come together quarterly in the initial stages supplemented by the PSB Annual Conference in July and the Future Scenarios event in the Autumn for all delivery partners.</p> <p>KP noted that the action plans were being developed using the FG Commissioner’s Framework for Projects. A brief update on each then followed</p>	

Point	Agenda item	Action
	<p>noting that a fuller assessment will be made at the September meeting</p> <p><u>Enablers/Acton Areas</u></p> <p>i. Working Together: KP noted that this was a stated intention rather than an action area requiring an action plan.</p> <p>ii. Communications and Engagement. KP noted that she chaired this group which had met in April. It currently had no member champion. The group currently comprised PSB organisations' communications and engagement leads. The group will be reviewing its membership. KP drew member's attention to the detailed action plan which would focus on developing the PSB identity and how making more use of social media and the website could support continuous engagement with residents.</p> <p>CH observed that the focus needed to be on the difference that the actions being proposed were going to make to enable the PSB to be able to communicate the difference the Well-being Plan would make. She noted that the PSB would need to approve the proposed actions and would need to be happy with the outcomes before focussing on the tasks. KP noted that more detail would be provided for the PSB meeting in September, incorporating the feedback from members of the public on greater citizen engagement. The Communications group was currently working on that for all action plans and the PSB itself.</p> <p>iii. Procurement and Commissioning: The update report from Liz Lucas identified that a network of partner contacts was being put together and a meeting would take place shortly to identify firm actions. LL noted that there was an existing Heads of Procurement for Gwent local authorities group and it was proposed to build on that group.</p> <p>Cllr DP noted this was a large area of work, members noting the complexity with partners covering wider areas and both JP and HJ identified the issue of national procurement arrangements. It was also agreed that working together could provide real opportunities to learn from each other and benefit our communities. NT identified the work of the OPCC with the Third Sector and MF noted the need to ensure there was space for local commissioning including the Third Sector. MF offered to champion the involvement of the Third Sector with the opportunity to add someone else at a later date. Cllr DP asked if any other partner was missing and it was agreed that MF be added, HJ would provide a contact for South Wales Fire & Rescue and CD would contact Welsh Government to request the involvement of a Procurement Manager.</p> <p>iv. Asset Management: Being led jointly by Gwent Police and CCBC, this was a new group. No PSB Champion has yet been appointed. PC reported that the first meeting had been combined with the Welsh Government National Asset Working Group for SE Wales which had met in Ty Penallta. An asset mapping exercise was currently being undertaken, including community owned assets, and it had been agreed to run a workshop session to identify work already being undertaken. An invitation list was being compiled and it was noted that the CCBC Community Hubs work could tie into this. Cllr DP questioned how the work of Jane Foreshaw / Local Partnerships fitted and PC explained that they were awaiting a decision on future funding from Green Growth Wales for that work but assured the PSB that the work would be brought together into one group and he would contact JF for an update.</p> <p>PSB members noted that this action area touched the work of many other partners including Fire & Rescue and the Health Board and it was agreed that there was much to be gained by working together. JP noted the work of the Health, Social Care and Well-being Partnership to develop community wellbeing hubs across Gwent and</p>	<p>CD/HJ</p> <p>PC</p>

Point	Agenda item	Action
	<p>acknowledged the opportunity to take an integrated approach. KP noted that only Newport had included an assets strand in their Well-being Plan but there had been work with other areas. CD agreed to ensure there was appropriate input from NRW.</p> <p>v. Best Start in Life: Being led jointly by Public Health/CCBC Early Years, MB reported that work had started in three specific areas:</p> <ul style="list-style-type: none"> • First 1000 days • ACEs • Children First, specifically Lansbury and Fochriw <p>Engagement work on all three strands will take place before the PSB meeting in September. MB highlighted an event on 26th June to look at the work in schools.</p> <p>JC noted that ACEs work was being undertaken across the four Welsh policing areas and Rachel Allen from the OPCC had been seconded to this work. He requested that she be included in the action area work. It was confirmed that Wayne Warner, Policy Officer in Welsh Government was involved and current work was being undertaken through the ACE Wales hub, a working group had not yet been set up.</p> <p>vi. Volunteering: Being led by GAVO. MF noted that volunteering support had been a key role for CVCs for many years and GAVO was already working with many third sector groups in the borough. He would be writing to PSB members shortly to request contacts to be part of the working group. The draft action plan provided an opportunity to:</p> <ul style="list-style-type: none"> • Reflect on good practice locally and wider in volunteer management and support • Expand recognition schemes and celebrate volunteering • Link to apprenticeships and work experience • Develop a more coordinated approach to volunteering and corporate volunteering across PSB partners • Develop opportunities for all ages and abilities, using the new digital platform <p>MF noted the intention to bring together a working group in August to develop the draft action plan and define the outcomes for this action area. He welcomed involvement from all PSB partners. CD noted that NRW were keen to be involved as there were opportunities to improve staff wellbeing by offering opportunities for them to volunteer. She noted their performance focus on wellbeing including volunteering and their work to increase corporate volunteering which she was happy to share. JP noted that ABUHB recognised the value of volunteering and reported the work being done nationally with Help Force. MF thanked members for their comments noting that as chair of the Wales Volunteering Network he would investigate Wales-wide initiatives further.</p> <p>vii. Apprenticeships: CCBC led. The update report from Tina McMahon acknowledged strong links to volunteering. The focus would be to</p> <ul style="list-style-type: none"> • Make the most of opportunities presented through City Deal to support the disadvantaged and grow the local labour market • Look at a seamless apprenticeship programme through a one stop shop model • Link to the Regeneration Strategy <p>Current actions included mapping current employment programmes across the PSB partners and wider including ESF funded programmes to develop a more integrated approach. A network was being built and any identification of gaps was welcomed.</p>	<p>CD</p> <p>MF</p>

Point	Agenda item	Action
	<p>CH noted that the public sector was the biggest employer in the area and there was an opportunity to develop a single apprenticeship programme which would allow for people to gain work experience across the sector. Cllr DP noted that one of the objectives of City Deal was to upskill people and there was some consideration at an early stage of regional training hubs. It was agreed the PSB would need greater involvement in the programme in the future. Members acknowledged the need to prepare people with the new skills that would be required by the future job market and also the need to engage with the private sector.</p> <p>viii. Health and Well-being: Being led by ABUHB. JP noted the action plan was a work in progress, with Alison Gough as lead was only four weeks into her new role. She noted there were a few areas not reflected in the action plan as yet e.g. a collective approach to smoking cessation, obesity, mental health and well-being. A more robust plan would be presented in September, but JP also noted the considerable work already being undertaken.</p> <p>HJ noted the success of the SWF&R “Safe and Well” assessments and fire safety checks and their link to smoking cessation, good results which needed to be linked to this action area.</p> <p>ix. Safer Communities: Being led by Gwent Police. KP reported the work was being undertaken with the lead Chief Inspector and reminded members of the statutory duties of the Safer Caerphilly Partnership. They would like to set up a working group and it was noted that the SWF&R “Safe and Well” would also be picked up in this action area. KP noted that this was a more mature working group than some but there was still need to do some work to develop the action plan by September. She noted the work included youth offending, ACEs and domestic and sexual violence and the strong links to other action areas. NT noted that further comments on the draft included the need to widen the scope of the group considerably including greater community involvement and the involvement of schools.</p> <p>CD, in looking at the widest aspect of community safety, asked where issues such as safety from flooding or impact of industrial development might fit where it might be about the confidence of people in communities in managing around flooding events as there was no specific action area for it.</p> <p>KP responded that the plan could not encompass everything and had to focus on agreed priorities, but there could be opportunities to reflect these concerns at a later stage and to work together on them outside this governance arrangement. NT expressed concern that the definition of safer could be widened to become a catch all and there was a need to develop a greater understanding of residents’ concerns first. DP suggested that the focus needed to be maintained on the agreed areas of work but acknowledged the comments that priorities will change, including issues emerging from climate change. HJ also commented that flooding would be taken into account in the Local Resilience Forum. JC also suggested there was a need to keep in mind that this was not a silo approach and that all the action plans should be seen not individually but as part of the whole. MB welcomed the broadening of action areas to enable Public Health involvement in them.</p> <p>x. Resilient Communities: Led by CCBC. CH explained that this action area had agreed originally to focus on a multi-faceted approach to Lansbury Park, supported by the Deep Place Study conducted by Dr Mark Lang but had since been widened to encompass other communities. His report containing 22 recommendations for action and work was already taking place including expenditure on the housing stock and work with the Police. It was noted that</p>	

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	<p>the Lansbury multi agency group had last met in January 2018 but members were reminded that collaborative action could still take place outside the Well-being Plan work. The actions would be developed in the standard form for the September meeting.</p> <p>JP noted the questions regarding Health Board commitment to the work at the previous meeting and confirmed their commitment to support the work in any way they could, expressing the need to look at how this work is aligned across Gwent including work being done by the Health Board in areas such as Lansbury Park. JP requested members contact her if there were any further concerns about health board involvement.</p> <p>CH noted that she would like to bring forward a discussion on community hubs to the next PSB meeting.</p> <p>xi. Natural Environment: NRW lead. CD noted that there were additional delivery partners looking to make further connections and get involved in this aspect of the Well-being Plan work including Public Health Wales, Sports Wales and they would also need to look to include other partners such as Welsh Water. A workshop session was being planned for the next few weeks which would enable the delivery plan to be developed further. There was a recognised need to be well connected to the other action areas, particularly asset mapping. A programme of work had been identified from now until September and CD was keen to know if members thought there was anyone missing to ensure people are targeted for the workshop.</p> <p>MB noted that during the assessment and public consultation, some of the conversation had been very challenging and asked how those opportunities might be continued in the early stages of planning with communities. CD suggested that CH had set challenges for all action areas when discussing the communications agenda and offered to look at providing a statement that would enable and encourage action areas to work closely with communities.</p>	
3.	<p><u>Partnership Scrutiny Committee</u></p> <p>KP referred members to the minutes of the previous meeting noting that Partnership Scrutiny would be submitting formal recommendations to the PSB following their meeting on 20th February. Their letter was appended to the report and KP referred members to their comments regarding the openness of the PSB to the public and the recommendations Partnership Scrutiny requested the PSB to consider:</p> <ul style="list-style-type: none"> • To invite the chair of Scrutiny to the PSB as an observer • The appointment of an independent critical friend to the PSB <p>KP referred members to the report noting in particular that there was no legislative requirement for meetings to be open to the public, of the nineteen PSBs across Wales, three, namely Pembrokeshire, Swansea and Conwy were open to the public; others moved their meetings around their partners to remove the impression of the PSB being a council body. The Chair asked PSB members to consider the Scrutiny recommendations and asked for comment.</p> <p>In discussion a number of members questioned how a critical friend/independent member might be selected and what their role would be, noting that there were co-opted members on Partnership Scrutiny Committee including the Youth Forum and Menter Iaitth.</p> <p>Members also discussed the transparency of the PSB meetings and whether they should be made open to the public. The question was raised as to whether the PSB</p>	

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	<p>was likely to discuss anything that could not be made public and it was suggested that, should it be necessary, part of each meeting could be held as a closed session if sensitive. The role of the public at meetings, whether as observers only, or allowed to ask questions, was discussed and PSB members whose meetings were currently held in public were invited to comment. It was noted that in some instances questions needed to be submitted in advance and in others a question session was allowed at the end of the meeting.</p> <p>It was AGREED that the Chair of Partnership Scrutiny be invited to attend the PSB as an observer and that further consideration of the appointment of a critical friend be postponed for discussion with the Chair of Partnership Scrutiny.</p> <p>A number of members had previous experience of webcasting and it was AGREED that whilst there was no objection in principle, the PSB requested a further paper detailing what discussion might be appropriate for webcasting and how that might be managed. It was noted that this would also have implications for the suggestion to move meetings around partners as webcasting facilities or space for public access might not be available.</p> <p>The publication of all minutes and papers on the website was discussed and it was noted that some PSBs' across Wales did not have this level of transparency.</p> <p>A further report was requested for the September PSB to draw out these issues.</p>	<p>KP</p>
<p>4.</p>	<p><u>G9 Discussion</u></p> <p>It was reported that this group (previously G7) which now included local authorities, police, fire & rescue, OPCC and Health covering the wider Gwent area had met recently for the first time in some months. The group had discussed the potential for a Gwent wide PSB and the challenge of managing local issues within a framework that also dealt with regional and national issues. There had been general agreement to the possibility of a Gwent PSB with objection by Newport who had agreed to develop some proposals for discussion at the next meeting. In response to the report a number of members expressed support for a Gwent PSB, particularly those organisations that were pan-Gwent, but all agreed the need to ensure local issues remained a priority. JP suggested that NRW should also be included in the membership.</p>	
<p>5.</p>	<p><u>Cardiff City Region Update</u></p> <p>CH apologised for the lack of the planned visual presentation. She began by explaining that the Cardiff Capital City Region comprised ten authorities covering an area from Barry to Abergavenny and Bridgend to Chepstow. Put in place due to the region's economy lagging behind the national average, the area had 35,000 out of work, the aim was to work with businesses and communities to create opportunities for the future. The fund of £1.2 billion from HM Treasury, Welsh Government, and the 10 local authorities was aimed at growing the GVA for the area and a sum of £734 million was already allocated to the Metro development. It was not a huge amount of money but was expected to bring in private sector investment with a target of £4 billion.</p> <p>To date much of the activity had been around the challenge of the governance structure. There was a developing maturity around the table seeing all ten authorities starting to work collectively through a joint Cabinet making key decisions and a Programme Board of Directors for Regeneration/Economy. There would also be regional boards for transport, skills-employment, economic growth etc. A priority focus was transportation, recognising the different needs across the region and getting people to and from jobs was key. The Metro included rail, bus cycling and road networks and it will have significant impact on the Rhymer Valley Line.</p>	

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	<p>Affordable homes was an issue for the county borough but there was an opportunity to pump prime smaller builders rather than the current reliance on large house building companies, and to unlock brownfield sites to meet demand. There would be a focus on big employment sites and the apprenticeships programme linked to industries of the future. CH highlighted to need to work with FE colleges to look at skills gaps now to plan for the future.</p> <p>CH explained the timeline for the development of the City Deal from signature of the joint working agreement in March 2017 to date including the approval of a five year strategic business plan. CH also explained that all prospective projects would be assessed and the Caerphilly Regeneration Strategy will also feed into the City Region to bring together local ambition with the City Deal. Cllr DP commented that this provided an opportunity to make a huge difference to the local economy, warning that the proposed local government reorganisation could lead to the need to renegotiate all agreements.</p> <p>JP thanked CH for the update, noting the need to align some of the Health Board strategic priorities with opportunities the City Deal could provide, including at a local Caerphilly level. Noting the inclusion of 5G high speed cabling included in the Metro infrastructure, JP suggested it could improve the ability of the Health Board staff to use IT more effectively in the care of patients. Also, a good 5G network could encourage business growth in the area, a “South Wales Silicon Valley”.</p> <p>It was AGREED that the presentation would be circulated.</p>	
6.	<p><u>Date of Next Meeting</u></p> <p>The next meeting of the PSB would take place on Tuesday 11th September 2018 in the Sirhowy Room, Ty Penallta, commencing at 9.30 a.m.</p> <p>Agenda Items: Final draft Well-being Plan actions VAWDASV Annual Report Further report to address the recommendation of Scrutiny</p> <p>There being no further business the Chair closed the meeting with thanks for their attendance and a reminder to members that they were requested to stay to have a new PSB photograph taken to launch the Well-being Plan.</p>	



**Caerphilly Public Services Board
Notes of Meeting**

Held at 9.30 a.m on Tuesday, 11th September 2018
Sirhowy Room, Ty Penallta

Present:-	
Cllr David Poole (Cllr DP)	Caerphilly County Borough Council (Chair)
Christina Harrhy (CH)	Caerphilly County Borough Council
Diana Binding (DB)	Wales Community Rehabilitation Company
James Owen (JO)	Welsh Government
Jeff Cuthbert (JC)	Gwent Police and Crime Commissioner
Shelley Bosson (SB)	Aneurin Bevan University Health Board
Bronagh Scott (BS)	Aneurin Bevan University Health Board
Bleddyn Jones (BJ)	South Wales Fire & Rescue Service
Nick McLain (NM)	Gwent Police
Jon Goldsworthy (JG)	Natural Resources Wales
Mererid Bowley (MB)	Public Health Wales
Martin Featherstone (MF)	Gwent Association of Voluntary Organisations
Leeanne Plechowicz (LP)	National Probation Service Wales
In attendance:-	
Kathryn Peters (KP)	Corporate Policy Manager, CCBC
Rebecca Heycock	VAWDASV
Kieran McHugh	Gwent Police
Hillary Maggs	Welsh Government
Stephen Harris	CCBC
Tina McMahon	CCBC
Ian Evans	CCBC
Robert Hartshorn	CCBC
Jeff Reynolds	CCBC
Paul Cooke	CCBC
Alison Palmer	GAVO / CCBC
Apologies:-	
CC Julian Williams	Gwent Police
Nic Davies & Heather Nicholls	National Probation Service
Ceri Davies	Natural Resources Wales
Cllr Tudor Davies (Cllr TD)	South Wales Fire Authority

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	Welcome: The Chair welcomed all present to the meeting welcoming	
1.	Previous Notes and Matters Arising: With a change from GDA to GVA in the reference to City Deal (page 7, item 5) the notes of the previous meeting were agreed as a correct record. Pg 1 - Welsh Language Strategies – A number of strategies had been received, with	

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	<p>Probation service outstanding. The presentation of the CCBC Welsh Language Strategy and discussion had been deferred to the December PSB meeting.</p> <p>Pg 2 – Asset Management – JO reported that the WG Asset Management Strategy had been in operation for some time as a collaborative approach across estates. He highlighted the pilot in Cwm Tâf which had enabled the release of surplus public sector land and AGREED to circulate the published report. He noted that the Cabinet Secretary Mark Drakeford was keen to build on the study and that they were in the process of rebranding as Estates Cymru. They would be working on the basis of the health board boundaries. JO highlighted the opportunity for the Caerphilly PSB Asset group to apply for funding available to support joint asset management on a regional or local collaborative approach, noting that there had been no bids from this area to date. Paul Bryant was the WG lead for the area and would be attending the next Asset Management Action Area meeting.</p> <p>Pg 3 – Procurement and Commissioning – JG noted the difficulty with an NRW response as they were covering 19 PSB areas and BJ AGREED to follow up the lack of response to date from SWF&R.</p> <p>It was noted that there was now a representative from NRW on the Asset Management Group.</p> <p>Pg 7 – G9 - SB highlighted the role of the Regional Partnership Board in relation to PSBs and the G9 and the importance of knowing what regional structures were doing. CH noted that Caerphilly would be hosting G9 later in the month and there was some concern regarding the governance of regional structures.</p>	<p>JO</p> <p>BJ</p>
2.	<p><u>Well-being of Future Generations:</u></p> <p>a. “Caerphilly We Want” Well-being Plan 2018-23 The Chair noted that an hour had been allocated for the PSB to receive a brief update on the Action Area delivery plans. He noted that the final drafts would be going to Partnership Scrutiny Committee that week and asked members to send any further comments to Kathryn Peters. As a number of officers were attending to present the action plans the Chair also noted a change in the running order for the reports.</p> <p>b. Progress Update – Action Plans Before receiving individual reports, the Chair requested that all Action Plans be amended to define the short, medium and long term as 1-2 years, 2-3 years and 3-5 years respectively. PSB members AGREED to the amendment.</p> <p><u>Enablers/Acton Areas</u></p> <p>i. Communications and Engagement. Kathryn Peters, as Lead Officer for this enabler, reported that the action plan was in place. She noted that this was a long standing group, having been part of the LSB structure previously. The group had expanded its work to encompass the citizen engagement needs emerging from the well-being assessment process and now included communications and engagement staff from all PSB partners. KP highlighted the need to ensure engagement with national and regional strategies such as City Deal and Valleys Task Force. KP noted the review of the Standing Conference structure and membership to become a PSB annual conference.</p> <p>ii. Procurement and Commissioning. Ian Evans presented the draft action plan noting that the purpose was to enable the effective application of collective third party expenditure and bring transformational change through a collaborative approach to procurement and commissioning. The action area aimed to achieve a</p>	<p>ALL</p> <p>ALL</p>

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	<p>standardised, collaborative approach to</p> <ul style="list-style-type: none"> • Community benefit and or social clauses in contracts • Development of sustainable solutions • Support for local jobs and infrastructure, and • Support local supply chains <p>IE noted that the draft had gone to the group for the task leads to be agreed and for further comment and would then be updated. CH suggested quantifying what the PSB spends, to look at what could be achieved collectively and IE acknowledged that would be one of the actions on a Gwent footprint. MF, noting the current delivery partners, requested the inclusion of a third sector representative, particularly in light of the discussions later on the agenda for the renewed third sector partnership agreement and funding code of practice. He offered to represent the sector until further discussions as to the most appropriate representative. It was AGREED that IE would liaise with MF and IE acknowledged that one of the key areas of commissioning was the social sector. JC referred to the WG Ethical Employment in Supply Chains Code of Practice and suggested that the references to human trafficking/modern day slavery needed to be spelled out for people to understand it better.</p> <p>iii. Asset Management: Kieran McHugh from Gwent Police, joint lead on this Action Area with Mark Williams from CCBC presented the action plan. He reported on the first, joint meeting with the WG National Asset Working Group held in Caerphilly. The group would be calling for estate strategies and forward capital plans from partners and would be meeting again shortly. A key task would be to establish the base line information and mapping of assets had begun. The collaborative work in Blaenau Gwent in the joint use of Abertillery Fire Station was noted.</p> <p>iv. Apprenticeships: Tina McMahon presented the action plan focussing on the establishment of an all age apprenticeship programme across all partners. She confirmed that since drafting the action plan the gaps in delivery partners had been filled and the first meeting of the group would take place in October. TM noted there was considerably more scoping work to do to maximise the links between this action are, the City Deal regional offer and the apprenticeships levy. She noted the amount CCBC pays in levy and the opportunity to receive some of this back to support apprentices and explained that WG was revamping its apprenticeship website and had contracted with three organisations to provide support services. In response to a question from the Chair regarding duplication of the training and upskilling element of City Deal, TM explained that she had met with the lead body and whilst there were still some questions at board level it would appear their focus would be the private sector, leaving the opportunity for the PSB to focus on the offer in the public sector. CH acknowledged the key role for the PSB to run an apprenticeship programme across organisations through this work stream.</p> <p>v. Resilient Communities: Paul Cooke, presented the action plan which focussed on the most deprived communities, developing the Lansbury Coalition for change model to roll out to other areas. The Deep Place study had provided an understanding of the issues and the challenge would be to find solutions and resource them. PC noted that the first key task would be to identify task leads to look at what we are spending our money on and if it can be better spent. The Coalition for Change Board, which had not met in some time, would reconvene on 24th October and it was important to ensure there was the right representation and to identify a task group from that meeting.</p>	

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	<p>It was noted that the ABUHB representative would in future be Alison Gough. In response to a question from SB regarding widening the housing sector representation TM confirmed that Sean Couzens, Head of Housing sat on the Board but other housing partners could be included. TM also noted the link to Apprenticeships, as an apprentice would be undertaking key tasks for this project to map services including social service, housing and health, linking two themes together.</p> <p>vi. Best Start in Life: Mererid Bowley, Public Health Wales, presented the action plan noting the group had met, and thanking those involved and the PSB for making early years a priority. Priorities for early action included mapping the first 1000 days to age 7 looking at all the services provided and how they are funded, using a system from Public Health. MB hoped to finish the mapping with an event in November to look at collaboration and improvement, and to ensure there was no duplication. ACE's: the aim was to raise awareness and develop a trauma informed workforce. Training would take place across all schools in Gwent, in youth work settings and social services. Training for police and staff in criminal justice would be done in partnership with the police. The third area was the Children's First pilot in Lansbury and Fochriw. A task and finish group had been established linked to the coalition for change. In response to the chair's question regarding gaps in the task leads, MB explained that the systems event in November will identify areas for targeting and leads. JC noted that the ACEs work had received just under £7 million from the Police Transformation Fund for Wales working with Public Health. He requested that Rachel Allen from the OPCC be included in the work.</p> <p>vii. Volunteering: The action plan was presented by Martin Featherstone, GAVO, who reported on the volunteering action are workshop which had taken place the previous week bringing together 25 PSB partners and third sector organisations, thanking PSB members for their support. Notable gaps identified were housing and education. MF noted that GAVO was leading on a similar strand of the Monmouthshire Well-being Plan. He reminded members of the discussions at the previous meeting on the new Volunteering Wales, digital volunteering platform, Helpforce working with the NHS and the role of time-banking as a volunteering opportunity. The workshop had included a practical session on intelligence gathering and a critical look at the draft action plan to identify the priority for activities, engagement of the wider audience and involvement of other organisations with expertise in volunteering. The workshop had also looked at the practicalities of bringing together a core group to progress the work and making the links with other action areas such as apprenticeships as mentioned earlier. In response to a question from the Chair MF confirmed the workshop notes were currently being written up, which would also populate the action plan more fully including timescales and task leads. CH noted that CCBC was starting to scope a corporate volunteering strategy with Dave Street, Director of Social Services as lead and suggested there was a need to make contact with him. JC also requested the involvement of Gwent Police and the OPCC and MF acknowledged that Neil Taylor had represented both at the workshop.</p> <p>viii. Health and Well-being: Bronagh Scott from ABUHB presented the action plan and explained there had been significant changes since the last meeting. She noted the significant structural changes in ABUHB and explained that Alison Gough would now be the lead for this action area. Work had already been done to map existing services and greater links with partners, NCNs etc., were being made. A key area was building resilience i.e. coping well during the Winter, working with GPs and GP based pharmacists. The need to work with other action areas such as natural environment was recognised. The next focus was the need</p>	<p>MB</p> <p>MF</p>

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	<p>for a multi-agency partnership approach to tackling obesity. Integrating services across the borough was a big area for staff to have the right people in the right place to direct people to the right services. She agreed that there was a need to be much more outcomes focussed and they will be able to populate time scales much more after the forthcoming meeting. A workshop bringing wider partners together and other action areas would take place in January.</p> <p>ix. Safer Communities: The action plan was presented by Nick McLain who noted the working group was in place already. There was a need for consistency with other plans in West Gwent / Gwent-wide. Internal conversations were taking place to decide key measures but work was already under way through existing measures. In response to the chair's question regarding task lead NM responded there was a need to add these from existing groups and KP added the Safer Caerphilly Group were responsible for adding these but were waiting for a governance paper on Safer Gwent to discuss the wider delivery issues.</p> <p>x. Natural Environment: Jon Goldsworthy presented the action plan on behalf of NRW noting that Helen Fletcher was the lead officer for this action area. This priority had come through very strongly in the Well-being Assessment and there were significant opportunities to deliver against all well-being goals and substantial overlap with other action areas and opportunities for joint actions. A workshop had taken place at Cwmcarn in July with partners including PHW, third sector and others. Three priorities had been identified and four outcomes but not all measures had been identified to date. A number of key tasks from the development of a strategy for the green infrastructure to identifying funding opportunities were highlighted. It was mainly lead by NRW and the local authority but will have the involvement of the third sector in future. Will be looking across all other action plans to identify ways of working together and not duplicating work.</p> <p>CH thanked members for their reports and commented that it would now be the challenge for the PSB to take these forward together and not in a silo manner, ensuring that they all make the links with each other and work together collectively. KP commented in relation to coordinated actions that the policy support offers sit together and can share development, there will also be the PSB Annual Conference to bring the wider partnership together and there will be regular meetings of delivery leads to discuss links and make people aware of how they can add value to each of the other areas.</p> <p>CH noted that having gone through the themes the Council was leading on four of them. Noting that the Assets Management action area was currently being jointly led by CCBC and Gwent Police CH proposed that Gwent Police should take the lead. It was AGREED that JC and NM take the suggestion back for discussion and they would come back with a decision.</p>	<p></p> <p>MF</p> <p>NM</p>

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3.	<p><u>Sport & Active Recreation Strategy</u> Robert Hartshorn, Head of Public Protection, Community & Leisure Services and Jeff Reynolds, Sports & Leisure Facilities Manager</p> <p>RH introduced the Sport & Active Recreation Strategy (SARS) which was currently out for consultation through an on-line survey and a series of drop in sessions for the public. There would be a special Scrutiny Committee in November before presentation to Cabinet. RH explained that this was a 10 year strategic plan to encourage people to become more active, whilst recognising the financial pressure on a non-statutory service. JR continued the presentation with the short video explaining the strategy noting that Caerphilly had never had a SARS He referred to previous reviews of facilities and outdoor facilities in 2014 and 2015 and the Wales Audit Office recommendations for broadening the scope of the review. JR noted the need to take a strategic approach to the provision, to maximise the wide array of opportunities available across the county borough and to work with partners and a wide range of stakeholders. The 10 year strategic vision set out was to get 'more people, more active, more often' and he noted the strong linkages to the Wellbeing Plan.</p> <p>JR continued by outlining some of the issues of outdated leisure facility stock with buildings no longer fit for purpose and the need to understand the role of the authority in direct delivery, delivery with support from partners or through supporting partners to deliver services. He noted the inequalities of provision across the county borough and the changing way people were accessing leisure. JR outlined the vision to consolidate existing leisure centre provision to four, high quality strategically located centres managed by CCBC but was keen to articulate to the public that it was not just about leisure centre provision and that there were a number of levels from local community centres and church halls, shared use of school sites as well as the large impact centres. There was also the need to encompass the opportunities provided by the outdoor space in the borough, 80% of which was green space. RH added that most sport and active recreation is not conducted in CCBC facilities, and tired stock was compromising the use of the facilities. The strategy proposed a fairer distribution to provide more equitable access. These facilities would be modern and contemporary and more attractive for family use and would be seen as destination venues in their own right.</p> <p>CH thanked RH and JR noting this was a substantial consultation being undertaken. CH felt this was the right approach and there were substantial implications for the prevention agenda. CH noted that some partners had already commented as part of the consultation but asked members for further comments as the PSB which would be fed into the consultation process. Members discussed and commented on the Sport and Active Recreation Strategy under consultation and the following comments were recorded and submitted into the consultation process.</p> <p><u>Mererid Bowley, Public Health Wales, Aneurin Bevan Public Health Team</u> MB noted that it was good that reference to "active" recreation was made. She referred to the health inequalities and the 19 year difference in life expectancy across the borough. She noted it was important to get young people active but possibly equally as important for those in their 40s and 50s to delay the onset of ill health to enable people to enjoy the benefits of a healthy life in old age. There was a 20 year history of partnership working to provide active leisure prescription schemes through exercise referral. The greatest health gain comes from people moving on the activity scale from 0-1, not from the most active becoming more active.</p> <p><u>Martin Featherstone, Gwent Association of Voluntary Organisations</u> He noted the recognition of the contribution of partners and recommended there</p>	

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	<p>needed to be follow up to the consultation i.e. the need to ensure local sports groups were sustainable, and there was access to funding to support them. He also suggested that there was a need to layer the strategy with the well-being plan to ensure that the contribution/connection to each was clear.</p> <p><u>Cllr David Poole, Chair of the PSB, Leader CCBC</u> Cllr DP noted the quantity of emails received regarding the proposed reduction in leisure centres quoting the question raised “How can you get more people active if you are reducing facilities?”</p> <p>RH responded by explaining that most sport and active recreation was not conducted in CCBC facilities. Tired stock and old buildings with poorer offer were compromising the use of the facilities and the strategy proposed a fairer distribution as access was currently inequitable.</p> <p>There was a need for something more attractive that families and children will want to use; modern, contemporary facilities in growing communities; facilities that people will see as destination venues in their own right. E.g. Caerphilly Leisure Centre was right next door to the most deprived community in Wales. This was a 10 year strategy and a long term programme. The fourth site was currently Heolddu and new facilities would be needed for that part of the county. There were hundreds of other sites such as parks and open spaces that the strategy aimed to encourage people to use.</p> <p>JR added that there were currently 11 leisure centres, 38 local authority community centres plus those additional facilities managed by other groups. He commented that physical facilities do play a key and essential role but they are not the whole solution as there was a need to educate residents more broadly about physical activity and the range of opportunities that exist within the county borough.</p> <p><u>Jon Goldsworthy, Natural Resources Wales</u> JG commented that it was good to see the wider remit of the Strategy and that it was not just about leisure centres. He noted the strong overlap with the Well-being Plan and was pleased to see the inclusion of green space and parks. NRW also had extensive green space in the county borough e.g. Cwmcarn. Currently they are mapping the green space in the county borough, which could help with the development of the Strategy as accessible green spaces have an important part to play in increasing activity levels.</p> <p><u>Bleddyn Jones, South Wales Fire & Rescue</u> BJ asked if, as part of the process of developing the strategy, would they be reconsidering previous decisions made, i.e. the previous closure of the running track in Bargoed, as runners were having to travel outside of the county borough for facilities? Would they be replacing/reopening a running track?</p> <p>JR responded by explaining there were active running clubs in some centres and it would be about the changing landscape of need. Discussions were taking place re the Britannia Fields in Cefn Fforest but whilst grass tracks work in the summer there was a need for an all-weather track to meet the demand throughout the year. CH added that the was an opportunity through the strategy for a new facility serving the north of the borough which could link to the 21stth Century Schools programme and could include a track in these discussions.</p>	
4.	<p><u>Gwent Violence Against Women, Domestic Abuse and Sexual Violence Annual Report</u> Rebecca Heywood, Regional Adviser for Gwent RH explained her role in leading the VAWDASV team across the five areas of Gwent and, following the agreed governance and report processes in 2017, the discharge of statutory duties for VAWDASV through the Gwent VAWDASV Partnership Board. RH</p>	

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	<p>noted that the VAWDASV Strategy 2018-2023 had been published in May 2018 after a significant amount of work, which had been signed off by the five local authorities and health board as required under the Act. She was now presenting the annual report providing an update on the work undertaken. She noted that the Gwent area was considered a pathfinder region and unique in Wales in developing strategic regional coordination for VAWDASV.</p> <p>RH referred members to the report and the Appendix which highlighted the work that had been undertaken against each of the strategic priorities. All documents were available on the Gwent Safeguarding website. RH highlighted the following:</p> <p>Framework for Survivor Engagement – Through consultation with specialist services a gap had been identified in service provision for male victims, noting that they were harder to reach and services would need to be gender responsive.</p> <p>Domestic Homicide Reviews – The independent evaluation was being carried out by Cardiff University and key findings would be shared with PSBs. There was a need to understand the implications for changing the model.</p> <p>Funding – there was still no confirmation on the VAWDASV funding for 2019/20.</p> <p>SB expressed concern that there might be a funding gap. In answer to questions from PSB members RH confirmed that she had been requested to attend PSBs in Gwent the previous year to discuss governance and would look to report on the ongoing work annually. KP noted that the Strategic Delivery Group, which she chaired, was delivering the strategic response to for the local authorities, health, fire and rescue and ambulance services, and suggested that it could be reported to the G9 group. JC noted that Eleri Thomas was leading on this work for the OPCC. It was AGREED that as the work covered the whole of Gwent it should be an item for the G9.</p>	<p>Cllr DP</p>
<p>5.</p>	<p><u>Partnership Scrutiny Committee</u> Kathryn Peters, Corporate Policy Manager.</p> <p>KP noted that this further report originated from recommendations by Partnership Scrutiny and reminded members that it had been previously agreed by the PSB to;</p> <p style="padding-left: 40px;">Invite the Chair of the Partnership Scrutiny to attend PSB meetings as an observer To continue to hold meeting in Ty Penallta to facilitate wider engagement</p> <p>KP drew members' attention to point 4 of the report where current public access to the PSB had been identified through the website, publication of meeting papers in advance of the meeting and the use of a generic email address for enquiries from the public. KP noted that some PSBs invite written questions but only three PSBs currently hold their meetings in public. KP explained that webcasting facilities existed in the Council Chamber which could enable recording for later broadcast via social media, or broadcast to the Rhymney Room, but acknowledged it was not an ideal arrangement for round table discussions.</p> <p>Following discussion the PSB AGREED:</p> <ul style="list-style-type: none"> • That the work of the PSB, and the availability of PSB papers be promoted through social media, via the PSB website and partner's social media. • That members could tweet appropriate comments but that there would be no added value in live tweeting by communication officers. • That the PSB invites written questions and a standard item be added to the agenda, to be answered in written format, with organisation specific questions being forwarded as required at the discretion of the Chair. • It was proposed and AGREED that as the PSB was still a fairly young organisation the question on meetings being held in public, and the recording 	

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	and broadcast of meetings be reviewed in a year's time to enable the organisation to mature.	
6.	<p><u>Third Sector Partnership Agreement</u> Martin Featherstone, Chief Executive Officer, GAVO</p> <p>MF thanked members for the opportunity to update them on progress to revise the Partnership Agreement / Compact between the members of the PSB and the Third Sector. He reminded members that the previous Compact had come to an end in 2017 and the PSB had agreed to a delay in renewing the agreement until such time as the Well-being Plan had been published and its priorities agreed. MF explained that this was a key supporting document to the positive relationships between statutory partners and the third sector in the county borough, which defined good practice and supported the well-being of communities through voluntary action. He referred members to the draft document highlighting the focus on the Well-being Plan and noted the continued inclusion of the funding code of practice.</p> <p>MF noted that the former signatories to the Compact included the Local Service Board members, with the later addition of Natural Resources Wales and Public Health Wales. MF referred to the reporting processes and the representation of PSB members at the Third Sector Liaison Sub Committee. He asked members to consider the recommendations to support the revised Partnership Agreement.</p> <p>It was AGREED that the PSB would support the revised Partnership Agreement with the final version being brought back to the PSB for signature at a later date.</p>	ALL
7.	<p><u>Community Voices – Final Evaluation Report</u> Martin Featherstone, Chief Executive Officer, GAVO</p> <p>MF thanked members for the opportunity to present the final evaluation report for the BIG Lottery funded Community Voices programme which had come to an end in June after five years. He reminded members that the BL/WG initiative to develop third sector and community involvement in local decision making had arisen from the establishment of Local Service Boards and Single Integrated Plans. GAVO had established 19 partnership projects across Gwent in two portfolios, with 9 projects in Caerphilly/Blaenau Gwent, which had worked with under-engaged groups to develop their confidence and skills to participate in the design and delivery of local services. The projects had successfully engaged with hard to reach communities and had taken the opportunity provided through the Future Generations legislation to work with partners on the assessment of wellbeing and the development of the Wellbeing Plan. MF noted that the final evaluation captured good practice and the learning from the project on inclusive participation. MF circulated the reports and offered to provide members with a link to the Community Voices videos showcasing the achievements of the project.</p>	MF
6.	<p><u>Date of Next Meeting</u></p> <p>KP reminded members of the Academi Wales workshop session for the PSB commencing at 12.45.</p> <p>The next meeting of the PSB would take place on Tuesday 4th December 2018 in the Sirhowy Room, Ty Penallta, commencing at 9.00 a.m. To be followed by a workshop session for PSB members and Action Area Leads with Gwent Futures.</p> <p>There being no further business the Chair closed the meeting with thanks for members' attendance.</p>	

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