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(Tel: 01443 864245 Email: [barrerm@caerphilly.gov.uk](mailto:barrerm@caerphilly.gov.uk))

**Date: 9th July 2021**

Dear Sir/Madam,

A meeting of the **Partnerships Scrutiny Committee** will be held via Microsoft Teams on **Thursday, 15th July, 2021 at 5.30 pm** to consider the matters contained in the following agenda. Councillors and the public wishing to speak on any item can do so by making a request to the Chair. You are also welcome to use Welsh at the meeting, both these requests require a minimum notice period of 3 working days.

This meeting will be recorded and made available to view via the Council's website, except for discussions involving confidential or exempt items. Therefore the images/audio of those individuals speaking will be publicly available to all via the recording on the Council website at [www.caerphilly.gov.uk](http://www.caerphilly.gov.uk)

Yours faithfully,

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

**Christina Harrhy**  
CHIEF EXECUTIVE

## AGENDA

- 1 To receive apologies for absence.
- 2 Declarations of interest.

Pages

Councillors and Officers are reminded of their personal responsibility to declare any personal

**A greener place Man gwyrddach**



and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, the Council's Constitution and the Code of Conduct for both Councillors and Officers.

To approve and sign the following minutes: -

- |   |  |        |
|---|--|--------|
| 3 | Partnerships Scrutiny Committee held on 28th January 2021. | 1 - 6  |
| 4 | Partnerships Scrutiny Committee Forward Work Programme.    | 7 - 14 |

To receive and consider the following Scrutiny reports: -

- |   |   |         |
|---|---|---------|
| 5 | Progress Update - The Caerphilly We Want Well-Being Plan 2018-2023 (September 2020 to June 2021). | 15 - 52 |
| 6 | Safer Communities - Presentation.   |         |
| 7 | Formation of a Gwent Public Services Board.   | 53 - 86 |

#### **Circulation:**

**Councillors** M.A. Adams, Mrs E.M. Aldworth, Mrs C. Forehead, Miss E. Forehead, L. Harding, G. Johnston, G. Kirby (Vice Chair), C.P. Mann, B. Miles, Mrs M.E. Sargent, R. Saralis, J. Taylor, L.G. Whittle and G. Simmonds

And Appropriate Officers

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## **PARTNERSHIPS SCRUTINY COMMITTEE**

### **MINUTES OF THE DIGITAL MEETING HELD VIA MICROSOFT TEAMS ON THURSDAY 28TH JANUARY 2021 AT 5.30 P.M.**

#### **PRESENT:**

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

#### **Councillors:**

M.A. Adams, Mrs C. Forehead, L. Harding, G. Johnston, C.P. Mann, B. Miles. Mrs M.E. Sargent, R. Saralis and L.G. Whittle.

#### **Together with:**

K. Peters (Corporate Policy Manager), V. Doyle (Policy Officer), P. Cooke (Senior Policy Officer), S. Richards (Head of Education Planning and Strategy) S. Tiley (GAVO), M Jacques (Scrutiny Officer) M. Harris (Technical Support) and C. Evans (Committee Services Officer).

#### **Outside Bodies:**

A. Hussey (South Wales Fire and Rescue Authority)

### **RECORDING AND VOTING ARRANGEMENTS**

The Chair reminded those present that the meeting was being filmed but would not be live streamed, however a recording would be available following the meeting via the Council's website – [Click Here To View](#). He advised that decisions would be made by Microsoft Forms.

#### **1. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Mrs E.M. Aldworth, Miss E. Forehead, J. Taylor, G. Simmonds and T. McMahon (Community Regeneration Manager).

#### **2. DECLARATIONS OF INTEREST**

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

#### **3. MINUTES – 30TH JANUARY 2020**

RESOLVED that the minutes of the meeting of the Partnerships Scrutiny Committee held on 30th January 2020 be approved and signed as a correct record.

#### **4. PARTNERSHIPS SCRUTINY COMMITTEE FORWARD WORK PROGRAMME**

The Scrutiny Officer introduced the report that informed the Committee of its Forward Work Programme planned for the period January 2021 to July 2021.

The Committee were asked to note a minor amendment in which the report scheduled for 15th July 2021 would be presented by Chief Inspector Amanda Thomas, Gwent Police.

Following consideration and discussion, and in noting the amendment, it was moved and seconded that the recommendation in the report be approved. By way of electronic voting this was unanimously agreed.

RESOLVED that subject to the changes, the Forward Work Programme for the coming year be approved and published on the Councils' website.

#### **REPORTS OF OFFICERS**

Consideration was given to the following reports.

#### **5. HALF YEAR PROGRESS UPDATE – THE CAERPHILLY WE WANT WELL-BEING PLAN 2018-2023 (APRIL 2020 TO SEPTEMBER 2020)**

The report provided the Partnerships Scrutiny Committee with the half year performance update presented to the Caerphilly Public Services Board on the 3rd November 2020.

The report also explained that the next cycle of well-being planning will commence in 2021. The precursor data assessment and analysis of local well-being is a 12 to 18-month process that will need to be completed in time to draft the next version of the well-being plan during 2022, in readiness for the next iteration and cycle; 2023-2028. It was noted that a timeline was appended to the report

The report also notified members that a decision had been made by partners to form a regional Gwent Public Services Board from September 2021 that would replace the five current boards in the Gwent area.

The report presented the performance reports examined by the Caerphilly Public Services Board (PSB) at its meeting on the 3rd of November 2020. The reports covered six-months progress on partnership activity across the 'Caerphilly We Want 2018-2023' well-being plan.

It was noted that as a result of the Pandemic, the Partnerships Scrutiny Committee did not meet in July 2020. The ongoing public health crisis has also affected the Caerphilly Public Services Board meetings as the Board did not meet in June 2020 and cancelled, at short notice, its planned meeting of the 7th September 2020 due to the local lockdown taking effect in the county borough area. The Public Services Board next met on the 3rd November and received reports on six-months partnership activity, instead of quarterly reports, at that time. The six-month performance reports have previously been provided to Scrutiny Committee for their consideration as to which areas they may wish to focus on. The six-month performance reports were appended to the report.

It was noted that due to the disrupted schedules of both Partnerships Scrutiny Committee, and the Caerphilly Public Services Board, the next six-monthly update reports would be provided to the July 2021 scrutiny meeting. These will cover the period October 2020 to March 2021.

The Committee thanked the Officer for the report and discussion ensued. The Committee discussed the report at length and in noting the decision to Regional Gwent Service Board,

noted that there would be a significant number of projects undertaken on a local, community and Gwent basis, as well as a regional approach.

Concerns were raised due to the variance of Gwent Local Authorities and the areas of affluence and deprivation and the issues that may arise in respect of service delivery. Officers explained that whilst there are some similarities between local authorities, there are several differences, and a working group has been set up across Gwent in order to consider these factors and ensure consistency in service delivery. In addition, it was noted that the Welsh Government has set up several Workstreams in order to assist with these issues.

Following consideration and discussion, it was moved and seconded that the recommendations in the report be approved. By show of hands, the Scrutiny Committee unanimously noted the report.

RESOLVED that for the reasons contained in the Officer's report:

- i) The progress updates provided to the PSB be noted and consideration be given to the plan of scrutiny of thematic areas as part of its Forward Work Programme.
- ii) That the lead in time for drafting a well-being plan for the next 5-year cycle means that the next local assessment of well-being will begin this year.
- iii) The decision of partners to form a Gwent Public Services Board from 2021 be noted.

## **6. VOLUNTEERING AND APPRENTICESHIPS - PRESENTATION**

The Partnerships Scrutiny Committee were asked to note that T. McMahon (Community Regeneration Manager) has been unable to attend the meeting due to unforeseen circumstances, and whilst Officers are available to provide responses, a further presentation can be provided on the work undertaken around Apprenticeships, should the Committee require.

The Scrutiny Committee were provided with a presentation in 2-parts; the first covering the work undertaken around Apprenticeships and the second around the work undertaken in relation to Volunteering.

The Committee were asked to note that there has been little progress in relation to Apprenticeships to date as a direct result of the ongoing pandemic, which has placed significant limits on the capacity of employers (including CCBC) to host apprentices. This downturn in apprenticeship availability is due to both a reduced demand from employers who are experiencing difficulties in the current economic crisis and greater risk implications. However, the Committee were pleased to note that there have been some positive initial conversations with internal CCBC departments and opportunities realised post lockdown. In addition, links have been formed with potential referral routes such as Youth Engagement and there has been some interest from external training providers in working in partnership to deliver apprenticeships.

Scrutiny were asked to note that moving forward there is a greater focus on economic growth and job creation alongside specialised employment support and opportunities across Gwent to work collaboratively to address demand in growth sectors at a regional level, utilising shared resources to respond to available data on growth sectors.

The Committee thanked the Officer for the presentation and welcomed Mr S. Tiley, GAVO to provide a presentation on Volunteering.

Mr Tiley explained that in regards to Volunteering several outline aims have been agreed which include the development of a coordinated approach to volunteering to enable all PSB partners to promote volunteering for well-being effectively, Corporate social responsibility to enable staff of PSB organisations to volunteer, recognise and utilise volunteering as a first step to the employment market and provide volunteering opportunities that are appropriate for all ages and sectors of the community.

Success stories were shared with the Committee which included support of new and old Third Sector Organisations and PSB Partners with the Volunteering Wales Platform, GAVO has supported PSB Partners and Third Sector Organisations in policy and practice support and during the pandemic, advice has support has been given in the recruitment and management of volunteers. This support has helped create new groups to support the impacts of the Covid-19 pandemic linked to GAVO development and core responsibilities.

Scrutiny were provided with a list of groups created as a result of the Pandemic, which included Gwent Prescription Riders (dealing with Prescription deliveries across Gwent and linking with pharmacies) and Risca Covid-19 Group (supporting shielded Risca Residents). In addition, it was noted that staff from Caerphilly County Borough Council staff were diverted to volunteering services on the frontline, such as the Buddy Scheme and delivery of Free School Meals to aid the most vulnerable.

Following the success of the Buddy Scheme, the Caerphilly Cares Scheme has been developed, which has been vital in supporting wellbeing, as well as supporting the needs of the most vulnerable groups in Caerphilly. The Model has been developed with the aim to continue providing services and a universal gateway model, to ensure people receive the right support, in the right place at the right time. The Caerphilly Cares Scheme was approved by Cabinet in November 2020 and a phonenumber and inbox has been established. Grant funding has been secured and a process mapping project has been undertaken in January 2021. It is anticipated that the Caerphilly Cares Scheme will be transferred to the Social Services Directorate on 1st February 2021, in which a larger range of services will work collaboratively under the Caerphilly Cares Umbrella.

The Scrutiny Committee thanked the Officers for the presentation and discussion ensued.

Members discussed the report at length, raising queries around the volunteer scheme and anticipated position post Covid. Officers explained that there are lots of opportunities, all of which can assist people with career progression and provide them with significant experience. Members were assured that volunteer roles do not replace paid roles and volunteers can do so for as long a period as they wish. It is hoped that people will continue post pandemic, but it was noted that as a result of furlough schemes, people have had more time to spare for volunteering.

Discussions took place around the Caerphilly Cares Scheme and it was noted that the Tenancy Support Scheme has also been linked and can provide tenants with advice and support in relation to debt management and offer referrals to Citizens Advice Bureau, as well as other partner organisations to strengthen income maximisation.

A Member sought further information on the Social Services Budget and funding for the Caerphilly Cares Scheme. Officers explained that initially Social Services Reserves were used in order to set up the scheme but since this time, Welsh Government have recognised the significance of the scheme and allocated Grant funding. This has provided some security for the scheme going forward.

The Scrutiny Committee thanked the Officers for the detailed presentation and noted the content.

## **7. UPDATE ON REVIEW OF WELL-BEING PLAN ACTIONS AND INCLUSION OF COVID RECOVERY PRIORITIES**

The report provided an update to committee members on the review of action plans under each of the Enablers and Action Areas of the current 'Caerphilly We Want 2018-2023' well-being plan and, additionally, to inform them that the PSB is formulating a set of recovery based priorities to focus partnership activity on supporting the county borough area out of the coronavirus crisis.

It was noted that the current well-being plan was developed over 2017-18 and was agreed by the Caerphilly Public Services Board (PSB) in March 2018. The plan runs over a 5-year cycle and is therefore at its halfway point in 2021. Prior to the coronavirus public health crisis, the PSB and relevant delivery leads had committed to update action plans for the remaining term of the well-being plan. The coronavirus crisis has given a different impetus to this work; to consider how partnership activity can be directed to help the county borough area recover from economic and societal impacts.

The action plans are currently being reviewed; this is being done in the light of a set of new recovery priorities agreed by the PSB at its meeting on the 3rd November 2020.

The chosen recovery priorities were set out within the report.

The Scrutiny Committee thanked the Officer for the report and discussion ensued.

A Member, in noting the report, sought further information into the Pilot of a Hub at Penallta House. Officers explained that the Rhymney Room has been designated as a hub, equipped with desks and computers for use by partner agencies, as a working space if required. It is anticipated that this can be further developed in line with Welsh Government, in that public sector is one estate and can share facilities, which is further supported with staff working in an agile manner as a result of the Pandemic. The Committee were asked to note however, that as a result of the pandemic and the vaccination centre in Penallta House, these facilities are not currently available.

Following consideration and discussion, it was moved and seconded that the recommendation in the report be approved. By show of hands this was unanimously agreed.

RESOLVED that for the reasons contained in the Officer's report selected recovery priorities be noted.

## **8. CAERPHILLY PUBLIC SERVICES BOARD ANNUAL REPORT 2019-20**

The Annual Report of the Caerphilly Public Services Board (PSB) for 2019/20 highlighted progress made against the 'Caerphilly We Want 2018-2023' Well-being Plan.

The report covered a longer 16-month period, as all partners have inevitably been involved in responding to the Covid-19 pandemic. Taking a longer timeframe has allowed to showcase some of the amazing public and community sector responses to supporting communities through the public health crisis.

A video story was provided within the report, which was structured around the 4 Well-being Objectives the PSB has set itself; Positive Change, Positive Start, Positive People and Positive Places. Objectives are underpinned by Action Areas, with progress on each discussed throughout the report.

It was noted that the past 6 months have been an unprecedented time for public services and local communities. The Caerphilly PSB has responded to these challenges by building on its already strong partnerships working for community well-being.

In addition, the Committee were provided with a demonstration of the report and video using Microsoft Sway.

Following consideration and discussion, it was moved and seconded that the recommendation in the report be approved. By show of hand this was unanimously agreed.

RESOLVED that for the reasons contained in the Officers report the Caerphilly Public Services Board Annual Report 2019-20 be noted.

The meeting closed at 6.57pm

Approved as a correct record, subject to any amendments agreed and recorded in the minutes of the meeting held on the 15th July 2021.

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CHAIR





## **PARTNERSHIPS SCRUTINY COMMITTEE – 15<sup>TH</sup> JULY 2021**

**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 stakeholder.

### **3. RECOMMENDATIONS**

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

### **4. REASONS FOR THE RECOMMENDATIONS**

4.1 To improve the operation of scrutiny.

### **5. THE REPORT**

5.1 The Partnerships Scrutiny Committee forward work programme includes all reports that were identified at the scrutiny committee meeting on Thursday 28<sup>th</sup> January 2021. The work programme outlines the reports planned for the period July 2021 to January 2022.

5.2 The forward Work Programme is made up of reports identified by officers and members. 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 any report requests.

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

#### 5.4 **Conclusion**

The work programme is for consideration and amendment by the scrutiny committee prior to publication on the council website.

#### 6. **ASSUMPTIONS**

6.1 No assumptions are necessary.

#### 7. **SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 As this report is for information only an Integrated Impact Assessment is not necessary.

#### 8. **FINANCIAL IMPLICATIONS**

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

#### 9. **PERSONNEL IMPLICATIONS**

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

#### 10. **CONSULTATIONS**

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

#### 11. **STATUTORY POWER**

11.1 The Local Government Act 2000.

Author: Mark Jacques, Scrutiny Officer [jacquem@carphilly.gov.uk](mailto:jacquem@carphilly.gov.uk)

Consultees: Richard Edmunds, Corporate Director for Education and Corporate Services  
Robert Tranter, Head of Legal Services/ Monitoring Officer  
Lisa Lane, Head of Democratic Services and Deputy Monitoring Officer, Legal Services  
Councillor James Pritchard, Chair Partnerships Scrutiny Committee  
Councillor Gez Kirby, Vice Chair Partnerships Scrutiny Committee

Appendices:

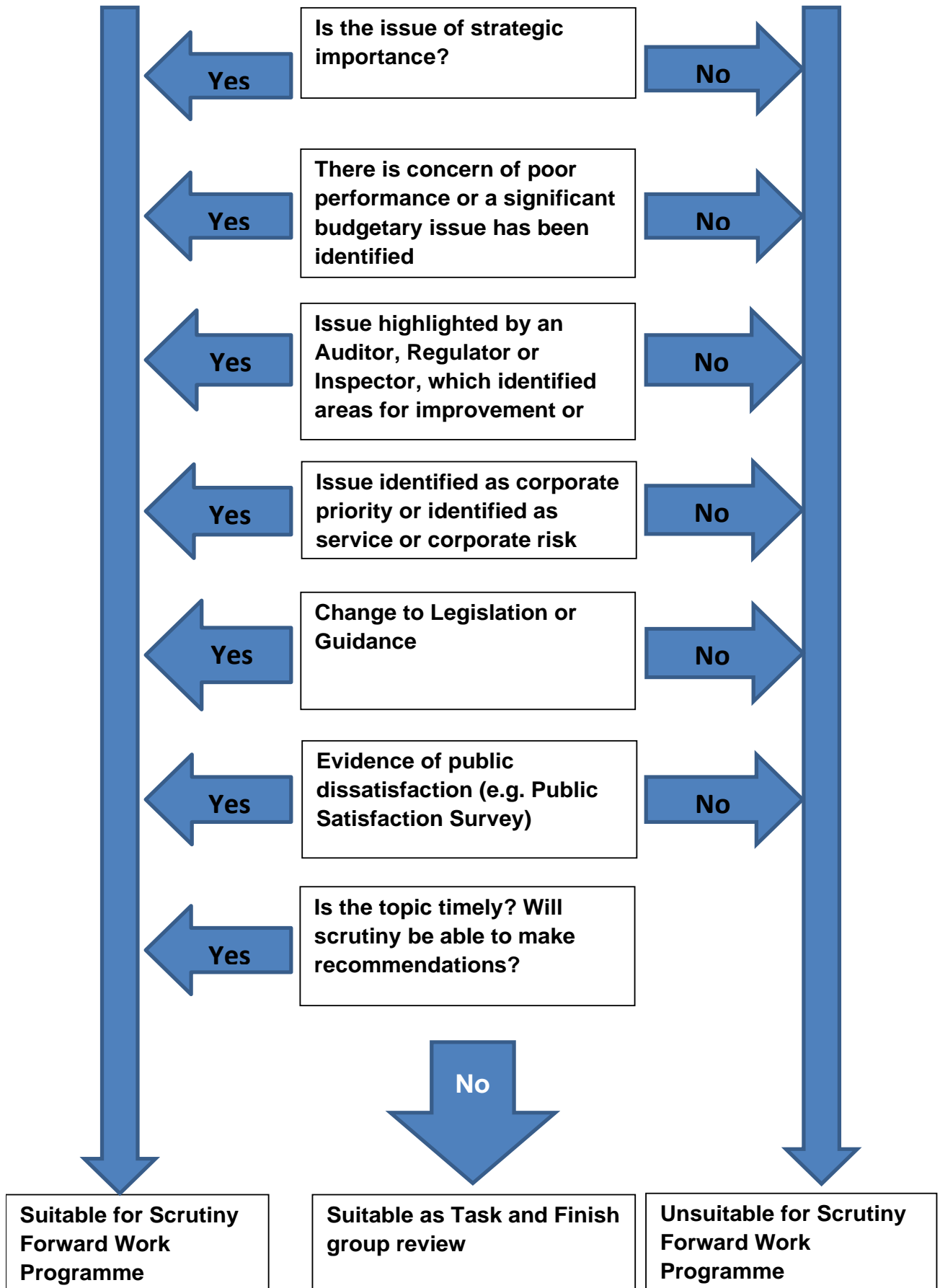
- Appendix 1 Partnerships Scrutiny Committee Forward Work Programme
- Appendix 2 Forward Work Programme Prioritisation Flowchart

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Forward Work Programme - Partnerships				Appendix 1
Date	Title	Key Issues	Author	Cabinet Member
15/07/21 17:30	Formation of a Gwent Public Services Board		Peters, Kathryn;	
15/07/21 17:30	PSB Annual Performance Reporting	To allow oversight and scrutiny of the activity of the PSB	Peters, Kathryn;	
15/07/21 17:30	Safer Communities	To allow scrutiny to question Lead Officers and partnership staff involved in delivery	Peters, Kathryn;	
27/01/22 17:30	Best Start in Life	To allow scrutiny to question Lead Officers and partnership staff involved in delivery	Mutch, Sarah;	Cllr. Whiting, Ross;

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**Scrutiny Committee Forward Work Programme Prioritisation**



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## **PARTNERSHIPS SCRUTINY COMMITTEE- 15<sup>TH</sup> JULY 2021**

**SUBJECT:            PROGRESS UPDATE – THE CAERPHILLY WE WANT WELL-BEING PLAN 2018-2023 (SEPTEMBER 2020 TO JUNE 2021)**

**REPORT BY:        CORPORATE DIRECTOR EDUCATION AND CORPORATE SERVICES**



### **1.        PURPOSE OF REPORT**

- 1.1        To update Partnerships Scrutiny Committee on the performance updates presented to the Caerphilly Public Services Board on the 24<sup>th</sup> of June 2021. The June 24<sup>th</sup> meeting was the last meeting of the Caerphilly Public Services Board, which has now dissolved in favour of a Gwent Public Services Board; to be formed from autumn this year.
- 1.2        This report notifies scrutiny members of the intention to maintain oversight and scrutiny of the existing Caerphilly We Want Well-being Plan, which runs up until May 2023.

### **2.        SUMMARY**

- 2.1        This report presents the performance reports examined by the Caerphilly Public Services Board (PSB) at its meeting on the 24<sup>th</sup> of June 2021. The reports are covering six-months 'plus' progress on partnership activity across the 'Caerphilly We Want 2018-2023' well-being plan. The pandemic has disrupted reporting for the 2020/21 financial year and the Caerphilly Public Services Boards has examined activity across all its action areas and enablers in longer segments of time. Partnerships Scrutiny Committee last examined progress up until September 2020. As the June 24<sup>th</sup> meeting was the last meeting of the Caerphilly Public Services Board performance reports were provided running up to that date. The performance reports have previously been provided to Scrutiny Committee members via e mail for their consideration as to which areas they may wish to focus on. The performance reports are appended to this report.
- 2.2        Over the later part of 2020 and the early part of this year the PSB instructed it's lead officers to refresh activity and consider what additional areas needed to be worked on to help communities recover from the pandemic. This report notifies members of two new areas of collaborative partnership activity.

### **3. RECOMMENDATIONS**

- 3.1 That committee note the progress updates provided to the PSB, and the new recovery areas, and consider how it would like to plan the scrutiny of thematic areas as part of its Forward Work Programme.
- 3.3 That committee note that the current Caerphilly Public Services Board website will remain until May 2023 and all performance reports will be made visible on that, after their agreement and confirmation by PSB member Board Champions. Some reporting of regional activity and projects will be made to the Gwent Public Services Board in future.

### **4. REASONS FOR THE RECOMMENDATIONS**

- 4.1 To allow Partnerships Scrutiny Committee to discharge its duties under Section 35 of the Well-being of Future Generations (Wales) Act 2015.

### **5. THE REPORT**

- 5.1 The performance of the PSB is included within the forward work programme of Partnerships Scrutiny Committee. Committee have agreed to scrutinise performance at each of its meetings.
- 5.2 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 at its final meeting on the 24<sup>th</sup> June 2021.
- 5.3 It has previously been agreed that committee are circulated with performance reports, subsequent to each PSB meeting, to inform questioning and allow members to decide which officers from partner organisations they would like to attend scrutiny to answer questions. Reports for this meeting have been circulated with a request that members considered which witnesses they wished to call by the 9<sup>th</sup> of July 2021.
- 5.4 Partnerships Scrutiny Committee has set its Forward Work Programme to consider each of the areas of activity in the well-being plan 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 areas will be scrutinised in depth at least once. To date committee have received in depth items on:
- Resilient Communities
  - Good Health and Well-being
  - Natural Environment
  - Apprenticeships and Volunteering

Committee will receive, at this evenings meeting, a report on:

- Safer Communities

The remaining areas, from the original areas of activity, not yet examined thematically are:

- Best Start in Life

- Assets
- Procurement
- Communications and Engagement

Over the later part of 2020 and the first few months of this year the PSB asked its lead officers to consider which issues needed to be tackled in communities to support recovery from the pandemic. An analysis of some of the key drivers was considered and the PSB determined that they would like additional activity on the following. These areas will be worked on by partners up until 2023 and beyond. Therefore, Scrutiny Committee may wish to consider this additional activity in its Forward Work Programme.

- Caerphilly Cares
- Job Growth and Employment Support

5.5 Noting the report, also presented to Committee this evening, which considers regional and local scrutiny of partnership activity under the legislation, Committee may wish to consider which areas it would like to examine in future.

5.6 While the Caerphilly PSB has dissolved in favour of a Gwent PSB it is important that the Caerphilly We Want Well-being Plan 2018-2023 continues to be delivered until it is replaced by a Gwent well-being plan that will run from 2023-2028. For this reason, the Caerphilly PSB website will remain and all performance updates will be lodged there after being confirmed by the PSB member champions, who have agreed to act as a residual virtual body until May 2023. They will confirm all performance reports and all information presented to local authority scrutiny committee until that time.

#### 5.9 **Conclusion**

This report allows members to scrutinise the of the PSB against the well-being plan, and further to select which in depth areas it may wish to scrutinise in future.

### 6. **ASSUMPTIONS**

6.1 There are no assumptions made in this report.

### 7. **SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 This report is for information only and reports on progress considered by the Caerphilly Public Services Board, acting as a collaborative body.

7.2 The work of the Caerphilly Public Services Board 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.

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no financial implications in this report.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no personnel implications in this report.

## **10. CONSULTATIONS**

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

## **11. STATUTORY POWER**

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

Author: Kathryn Peters, Corporate Policy Manager, [peterk@caerphilly.gov.uk](mailto:peterk@caerphilly.gov.uk)

Consultees: Councillor Philippa Marsden, Leader of the Council and Chair of the PSB  
Christina Harrhy, Chief Executive  
Councillor Jamie Pritchard, Chair of Partnerships Scrutiny Committee  
Councillor Gez Kirby, Vice Chair of Partnerships Scrutiny Committee  
Richard Edmunds, Corporate Director, Education and Corporate Services  
Sue Richards, Head of Education Planning and Strategy  
Stephen Harris, Head of Financial Services and Section 151 Officer  
Rob Tranter, Head of legal Services and Monitoring Officer

Background Papers: None

Appendices:

Performance reports to the Caerphilly Public Services Board 24<sup>th</sup> June 2021

Enabler 2	Communications and Engagement
Enabler 3	Procurement
Enabler 4	Assets
Action Area 1	Best Start in Life
Action Area 2a	Volunteering
Action Area 2b	Apprenticeships (now Jobs Growth and Employability Support)
Action Area 3	Good Health and Well-being
Action Area 4a	Safer Communities

Action Area 4b  
Action Area 5  
Action Area 6

Resilient Communities  
Natural Environment  
Caerphilly Cares

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**Enabler: E2 Communications & Engagement**

**Contribution to the 4 Well-being Objectives:**

**Positive Change —**

**Positive Start —**

**Positive People —** Effective communication and engagement is 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

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Performance measures where identifiable	Is there a risk this will not be achieved?
The PSB social media identity is used by communications officers at PSB meetings. Aside from this it has not gained much traction. In itself this could be considered a failure, however, it supports the openness and transparency of the PSB, its meetings and activity. A request for questions from the public goes out prior to each meeting and social media is the way in which this offer goes out. See below for recommendations to the Gwent PSB	Possibly
The newly developed Caerphilly PSB website was launched in April and as at 7 June there have been 259 visits to the site by 179 different users	No

**Evidence**

**Review and Update tasks**

- **Hayley Lancaster from Caerphilly CBC** is attending today's meeting to manage the social media on behalf of the PSB.

**Identify, Map and Develop communication and engagement opportunities**

- The Communications and Engagement staff from the PSB member organisations have continued to meet to discuss the profile of the PSBs activity and to share any engagement exercises that are relevant to partners.
- The Communications and Engagement Group met for the final time on the 9th of June, the reason for disbanding the group follows the decision to dissolve the Caerphilly PSB. The Gwent Communications and Engagement Group has been meeting since late March this year to take forward the necessary engagement activity for the Gwent regional assessment of well-being.
- The Gwent PSB was asked to consider its identity, openness and transparency through the G10 meeting on the 8th of June. This work, including a Gwent PSB website, will be developed in collaboration over the next few months and prior to the first meeting of the Gwent PSB in September.
- Welsh Government have agreed that the next annual report of the Caerphilly PSB, due by the beginning of July, can be extended to September to time with the proposed end of the Caerphilly PSB and the start of the Gwent PSB. Thereafter all annual reports will be at a Gwent level. The Caerphilly PSB annual conference that was scheduled for the 4th of July has been cancelled, due to Covid and because the Caerphilly PSB will likely cease to exist.
- The Gwent Communications and Engagement Group is looking at the development of a Gwent PSB identity and will be making recommendations to the Gwent PSB



Ref	Key Tasks Year 1-2	Progress Years 2-3
A	<b>Develop a meaningful long-term engagement and communications strategy</b>	Engagement Strategy in place Branding Guidelines in place Social media guidelines in place Website updated to meet accessibility standards
Page B 22	<b>Identify, Map and Develop communication and engagement opportunities</b>	Communications and engagement forward work plans are shared at each meeting to consider where collaboration can add value. Quarterly updates are shared by partners.
C	<b>Jointly communicate the positive messages about the county borough</b>	<ul style="list-style-type: none"> <li>• Progress is slow. The role responsibility is shared by all partners</li> <li>• Despite the repeated request to partners to use the PSB identity and branding in all partnership activity, and the request to board members to champion its use in their own organisations, this has not happened in practice. While this is disappointing it is probably reflective of the fact that the PSB as a body has very little resonance with the public and internally within members organisations for staff who are not directly involved.</li> </ul>

**Guidance sought from the Public Services Board**

The @CaerphillyPSB twitter account has been used very little since the last PSB meeting. Despite attempts over the past three years to increase use and develop an Engagement strategy, branding and social media guidelines the identity of the PSB is not well known by the general public. The views of the PSB are sought so that they can feed into the development of the Gwent PSBs identity.



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

**AGENDA ITEM No. 05—E2**

**Date: 25 June 2021**

**Action Area: Procurement**

**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.

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.

Performance measures where identifiable	Is there a risk this will not be achieved?
Food Procurement and Strengthening Local Supply Chains.	Yes
New Build Construction and Green Retrofit.	Yes
Simplifying and sharing Best Practice (Procurement Policy/ Contract Procedural Rules).	Yes
Manufacturing Deep Dive to explore potential to re-localise spend currently outside of Wales.	Yes

**Evidence**

Lead Officer participating in the Community Wealth Building through Progressive Procurement Project via the Gwent Cluster. The Project is being funded by Welsh Government, and is being led by The Centre for Local Economic Strategies (CLES). The Gwent Cluster includes Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen together with representatives of the anchor institutes across the Gwent Cluster. Community Wealth Building & Progressive Procurement is “a people-centred approach to local economic development, which redirects wealth back into the local economy, and places control and benefits into the hands of local people. Pursue progressive procurement approaches to support vulnerable or at-risk businesses, and which help anchor institutions better achieve their core priorities. Using procurement to support local ambitions for economic, environmental, social, and cultural wellbeing, aligned to the foundational economy agenda.” The five principles of community wealth building are: Plural ownership of the economy; Making financial power work for local places; Fair employment and just labour markets; Progressive procurement of goods and services; Socially productive use of land and property. The areas of focus agreed by the ‘Gwent Cluster’ are: Food Procurement; Construction and Decarbonisation; Procurement Policy and Manufacturing Deep-Dive. A series of working groups have been established and undertaken for each area of focus and the development of implementation and delivery plans for those participating organisations began w/c 15 March 2021. There have continued delays with this project due to the availability of CLES and this has been highlighted to Welsh Government via various forums, discussions are taking place with representatives of Welsh Government on the possibility of securing specific resource to manage the project in conjunction with CLES. Lead Officer presented information on the project to the Caerphilly Public Services Board on 25 March 2021.



National Themes Outcomes and Measures Framework for Wales (NT for Wales). The NSVT Wales is a stakeholder forum comprising of public sector bodies and entities including Welsh Government (Community Benefits Team), The Office of The Future Generations Officer, Transport for Wales as well as a number of Councils including Caerphilly CBC and housing associations. SVP has been formally adopted within Caerphilly and the National TOMs for Wales aligned to the 7 Well-being Goals have been released. Lead Officer continues in his role of vice chair of the WLGA National Procurement Network and is undertaking work at a National and South East Wales level in relation to the Future of Local Government Collaborative Procurement in Wales, this work will compliment the work of PSBs across Wales.

Ref	Key Tasks	Progress
A	Food Procurement and Strengthening Local Supply Chains.	<p>Develop a collective approach to maximising the impact of Food Procurement, including:</p> <ul style="list-style-type: none"> <li>Local Employment</li> <li>Strengthening Local Supply Chains</li> <li>Carbon Reduction &amp; Wider Environmental Objectives</li> <li>Strategic Regional Approach to Food Procurement Policy</li> </ul> <p>Collaborative Analysis of baseline Spend.</p> <p>Learning &amp; Exploring Opportunities.</p> <p>Working Group held on 19 March 2021, 27 April 2021 and scheduled 9 June 2021</p>
B	New Build Construction and Green Retrofit.	<p>Exploring potential collaboration on existing housing stock and planned new build.</p> <p>Understand and maximise the potential of the local supply chains &amp; local markets, including:</p> <ul style="list-style-type: none"> <li>Social Value (Economic recovery &amp; reform post-Covid)</li> <li>Skills and Employment Opportunities</li> <li>Fair Work / Living Wage Agenda</li> <li>Decarbonisation Agenda</li> <li>Manufacturing Capacity (National and Local)</li> <li>SMEs/Micro-Business Sub-contracting Opportunities</li> </ul> <p>Working Group held on 22 March 2021</p>
C	Simplifying and sharing Best Practice (Procurement Policy/ Contract Procedural Rules).	<p>Streamline and develop approaches to Contract Procedural Rules and strengthen links with Economic Development/ Business Support activity.</p> <p>Enhance opportunities for Local Suppliers (incl. SMEs/Micro-Businesses etc.).</p> <p>Increase visibility of Local Suppliers (incl. development of a Gwent Supplier Directory).</p> <p>Supplier Engagement Processes.</p>

**Action Area: E4 – Asset Management**

**Contribution to the 4 Well-being Objectives:**

**Positive Change—** A shared commitment to improving the way we work together. Collaboratively the PSB partners have a huge number of assets and the opportunities for shared use and collaboration need to be explored.

**Positive Start –** Providing our future generations with access to facilities that can provide them with the best start in life

**Positive People—** Enabling our residents to easily access our services to empower them to reach their potential e.g. assets that provide support to the community.

**Positive Places—** Enabling our communities to be resilient and sustainable. The potential benefits from sharing and maximising assets include reduced costs, increased utilisation and efficiency, reduced energy usage, a reduced collective carbon footprint, which will have a positive impact on our local communities.

**Contribution to the 7 Well-being Goals:**  
**A prosperous Wales, A resilient Wales, A healthier Wales, A globally responsible Wales.**

Performance measures where identifiable	Is there a risk this will not be achieved?
E4.1 – Maximise the use and value of all our assets	
E4.2 – Work together to reduce our energy use and increase our generation and use of green energy	
<b>Quantifiable measures</b>	

**Evidence**

- Public Sector Hub based in Ty Penallta and Public/Private sector hub in the Winding house ready to open as soon as it is safe to do so in line with WG guidelines.
- Awaiting the recommendations from the Flexible Working review and Corporate Walk in services review to progress with certain Service Area Asset Management Plans- both reviews have received positive feedback from the transformation board.
- Liaising with other public sector organisations to establish their short, medium and long-term estate goals and where we can provide support regarding co location- currently aiding WAST to expand and double their presence in the Caerphilly borough.
- Gwent Electric Vehicle (EV) charging points and fleet review undertaken- The ULEV funded EV charging points are now fully operational and we are seeing steadily increasing usage across the county borough
- Safeguarding hub has been created in Foxes Lane where the Police have co located with Social Services and health

Ref	Key Tasks	Progress
<p><b>A</b></p> <p><b>A1</b></p> <p><b>A2</b></p>	<p>Identify current use of buildings and opportunities for shared use with PSB Partners. Split into different assets (land, transport, supporting delivery etc.)</p> <p>Chairs to review the current working group and identify key individuals to be participate in the group to enhance further collaborative working</p> <p>CCBC to produce a cabinet report and obtain approval regarding the decision on the charging policy for a One Public Sector Estate.</p>	<p>Recommendations for the walk-in services review have been put forward to the transformation board, receiving positive feedback. Both these recommendations and the flexible working review outcomes will provide a clear steer on the asset availability for PSB partners. Mark Faulkner has also agreed an expansion for the ambulance station on the Tredomen campus.</p> <p>Report was produced and taken forward, the agreed approach was to review this on a case by case basis providing a partnership rate to ensure an effective use of public assets and the public purse. Discussions regarding charging were also had during the first One public estates meeting chaired by Pam Kelly, in conclusion it would be beneficial if a one rate charge for the Public purse was produced.</p>
<p>Page 26</p> <p><b>B</b></p> <p><b>B.1</b></p> <p><b>B.2</b></p>	<p>Identify and explore opportunities for collaborative working with PSB Partners and report on progress. Share expertise where possible. Liaise with other public sector organisations on their short, medium and long term asset goals. Support COVID recovery work e.g. vaccination centre at Ty Penallta.</p> <p>Liaise with Kieran Mchugh in Gwent Police. Kieran currently has provided one of Gwent Police's short-term estate issues. CCBC have a potential solution and awaiting for Kieran to review and respond.</p> <p>Attend the One Public Estates Leads meeting held by the Chief Constable to contribute to the wider Gwent collaboration piece.</p>	<p>CCBC has provided Gwent Police with several suitable options, however they have recently identified internal space that they are able to utilise for their short-term needs. Any further requirements are awaited from Gwent Police and will be explored between CCBC and Gwent Police.</p> <p>CCBC attended the One Public Estates meeting. Pam Kelly asked the attendees to think about who would like to chair the group. Pam Kelly stated that a discovery day would be arranged within 2 months of the initial meeting. The group agreed a term of reference with simple governance would be beneficial.</p>
<p><b>C</b></p>	<p>Link with Ystadau Cymru</p>	<p>Chair of chair meetings attended to discuss best practice- Awaiting next quarterly meeting invite.</p>

C.1	CCBC attendance at the chair of chair meetings on a quarterly basis to discuss best practice and share ongoing collaborative opportunities for CCBC and the wider Gwent area.	
<p data-bbox="152 323 197 355"><b>D</b></p> <p data-bbox="152 499 197 531"><b>D.1</b></p> <p data-bbox="152 587 197 619"><b>D.2</b></p>	<p data-bbox="286 323 1039 467">Currently reviewing the potential for a Public Sector Hub based in Ty Penallta and a Private/Public Hub at the Winding House. Creation of a safeguarding hub at Foxes Lane with CCBC, Police and Health</p> <p data-bbox="286 483 1016 547">Public Sector and Private Public Sector Hub due to start June 2021</p> <p data-bbox="286 571 972 643">The police have moved into Foxes lane in February 2021- Action Complete.</p>	<p data-bbox="1055 323 2132 459">Public Sector Hub based in Ty Penallta and Public/Private sector hub in the Winding house funded by Welsh Government's Valleys Task Force Programme ready to open as soon as it is safe to do so in line with WG guidelines. Bespoke Covid – safe furniture has been delivered to the sites and enhancements to existing wifi connectivity.</p> <p data-bbox="1055 491 1581 523">The service offered at both venues includes:</p> <ul data-bbox="1099 547 2132 1177" style="list-style-type: none"> <li>• 9 accessible socially distanced workstations at both locations</li> <li>• Parking</li> <li>• Existing staff at both locations to provide reception and support</li> <li>• Access to a cafeteria or coffee shop – Penallta House is not yet open for business, but users will be able to use vending machines (if the building is re-opened for this service <b>prior</b> to the return of CCBC staff)</li> <li>• Meeting room(s) at Penallta House are available for extra security and privacy bookable in advance – not available until building is re-opened to staff</li> <li>• Links to other council business support services, with relevant phone numbers on display</li> <li>• Pricing – Free of Charge for public sector partners in Tredomen as a reciprocal arrangement will be implemented; £10 per session in NTWH, but a pilot project has been implemented to reduce to zero initially for local residents (in the Heads of the Valleys area)</li> <li>• Welcome pack for all service users, including <ul style="list-style-type: none"> <li>○ Leaflets for other CCBC venues</li> <li>○ Details of local services, including shops, post office, walks and other points of interest</li> <li>○ Relevant Council and partner contact numbers such as Business Support, Planning, Trading Standards, Env Health, etc.</li> </ul> </li> </ul> <p data-bbox="1055 1201 1805 1233">D.2 Action complete as the police have moved into Foxes Lane.</p>
<p data-bbox="152 1257 197 1289"><b>E</b></p> <p data-bbox="152 1345 197 1377"><b>E.1</b></p>	Investigate any available Welsh Government funding that could assist the group in achieving its objectives.	Ongoing.

	Creation of a flowchart regarding the key individuals who will be able to identify funding.	Awaiting to review when Caerphilly PSB transforms into the Gwent PSB.
Page 28	<p><b>F</b> Increase our use of electric vehicles and charge point infrastructure in response to the Gwent Electric Vehicle charge points and fleet review.</p> <p><b>F.1</b> Work is being undertaken to identify vehicles across CCBC's fleet which can be changed for ultra-low emissions vehicles (ULEV). A programme for the first 100 vehicles to transition to ULEVs is being developed</p>	<p>On 11th November 2020 CCBC's Cabinet approved funding of £297,371 to install EV charging points at Tir y Berth Depot, Tredomen House and Ty Penallta. This infrastructure, which should allow up to 100 electric vehicles to be introduced into the Authority's fleet, is on target to be installed by May 2021.</p> <p>The CCBC programme is well underway with the first fully electric vehicles being delivered. Discussions are ongoing with key service areas to discuss programmes to transition to ULEVs and to provide the necessary infrastructure to support them</p>
	<p><b>F.2</b> A second phase of infrastructure installation is being developed, including charging "hubs" across the county borough.</p>	<p>Gwent Police and Caerphilly Council are sharing information and good practice on Electric Vehicles and Gwent Police intend to install 100 charge points in 20 premises by 2025.</p> <p>Additional funding of £300,000 has been received from Welsh Government to install EV charging infrastructure at CCBC depots</p>
	<p><b>F.3</b> Longer-term plans for the transition of the whole of the Authority's vehicles to ULEVs is being developed</p>	
	<p><b>F.4</b> Work is being undertaken to develop robust travel hierarchy and procedures to reduce "grey fleet" mileage.</p>	<p>The Council is developing a 10 year plan to transition the entire fleet to ULEVs. The supporting work on developing a robust travel hierarchy is underway and is including assessing systems being used by other organisations and reviewing existing Council processes and policies</p>
<p><b>Guidance sought from the Public Services Board</b></p> <p>None – for information only</p>		

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:

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.

### Evidence

At the last PSB meeting in March 2021 the reviewed and updated Best Start in Life Delivery Plan was approved. We were also given the opportunity to present an update to the Board on progress. The focus of our PSB partnership working is now prioritised to deliver upon the Welsh Government's Early Years Integration Transformation Programme. This work encompasses the previous workstreams of First 1000 Days, ACEs (Adverse Childhood Experiences) and the Children's First initiative .

The pilot Early Years Integrated Pathfinder programme has now been operational in the New Tredegar area for 8 months. Also presented to this PSB is the completed interim evaluation report. This provides more detail on the regional programme as well as lessons learnt and challenges to be overcome.

The report has a regional focus as we are working on a Gwent footprint but also contains local Caerphilly county borough detail



Performance measures where identifiable	Is there a risk this will not be achieved?
Have we achieved our Logic model – What will success look like ?	Completed—Logic model in place. Measures identified and listed below
How will we know we are making a difference? What	Achieved
Upskill all staff, across partner agencies, to deliver inter-	Ongoing—No risk
Quantifiable measures	
Evaluation of Early Years Integration Pilot(s)	Interim evaluation achieved
Reduction in the number of children on the Child Protection Register / Looked After or under a Care And Support Plan	Yes—risk of initial increase and then decrease over time
Reduction in the number of referrals into specialist or statutory services	Yes—risk of initial increase and then decrease
Improvement in school readiness	Yet to be defined
A reduction in children/young people requiring mental health support	Increased risk due to covid
Reduction in NEETs and unemployment	Long term indicator but indirect linkage not causal
Improved Public Health outcomes	Ongoing—likely improvement in specific outcomes

Ref	Key Tasks	Progress
A	<p>Develop a Whole Systems Approach—To develop joined up and responsive Early Years’ services to ensure every child has the best start in life. Children should be at the centre of excellent, integrated services that put their needs first, regardless of traditional organisational and professional structures.</p> <p>(Antenatal –age 7)</p>	<p>Please find presented to you today the completed interim evaluation report ( 1st Oct 2020—31st March 2021)</p> <p>The evaluation of our pilot project in New Tredegar looks at :</p> <ul style="list-style-type: none"> <li>• why we embarked on this journey</li> <li>• Our stakeholders</li> <li>• Our new model</li> <li>• Why New Tredegar</li> <li>• Evidencing value for money</li> <li>• Impact of the Coronavirus Pandemic</li> <li>• Conclusion</li> <li>• Key findings</li> <li>• Next steps</li> </ul> <p>To inform the evaluation we have :</p> <ul style="list-style-type: none"> <li>◆ Measured against the logic model</li> <li>◆ Completed the Early Intervention Foundation Midwifery and Early Years Maturity Matrix (National Framework) to develop programme action plan (submitted—awaiting feedback)</li> <li>◆ Assessed against the Seven Lenses of Maturity (National Framework)</li> <li>◆ Taken part in the WG national evaluation research being completed by Miller Research (awaiting feedback)</li> <li>◆ Used all information gathered whilst using the Vanguard System Thinking processes including What Matters to families, outcomes, processes, concerns, successes and challenges</li> <li>◆ Analysed data for all families</li> <li>◆ Spoken to families involved in the pilot</li> <li>◆ Spoken to all staff members of the core team</li> <li>◆ Gathered feedback from our wider partners</li> <li>◆ Developed case studies to evidence new way of working</li> </ul> <p>In Caerphilly this learning has already shaped our wider early years delivery model across the borough from 1<sup>st</sup> April 2021. Funding streams have been brought together to create one Early Years system ( 0-7) to ensure parity in provision to meet need regardless of postcode. Community Development has become a stronger focus in the programme. Requests for support and collaboration are now centrally located and screening allows improved communication between teams. Access to services has been made easier by creating simpler entry points i.e. a family helpline is now up and running, a new website will include a request for support section and our Family Information Service can support all queries.</p> <p>The evaluation includes next steps, for us locally, as a Gwent region and also what we feel needs to happen nationally by Welsh Government —these are in line with the milestones agreed for this delivery plan .</p> <p>The PSB in March 2021 approved the second pilot project which will be based in St James area. The implementation date remains on track for September 2021.</p>

**Guidance sought from the Public Services Board.**  
As you know the governance process for this WG Pathfinder project is specified as Caerphilly Local Services Board. Please can you confirm where we report to and gain leadership and governance from after this meeting? Thank you



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

AGENDA ITEM 05—AA2a.

**Date: 25th May 2021**

**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	Requires PSB members to identify opportunities to promote
PSB staff take-up of volunteering opportunities	Requires corporate volunteering policies to be in place
Number of volunteers moving into apprenticeships, employment	Requires investigation into systems and processes
<b>Qualitative measures</b>	
Volunteering journey case studies	

**Evidence**

- Resulting from the change of focus of the PSB to Covid recovery the Volunteering Action Plan has been amended to incorporate the new and amended priorities including the change from Corporate Social Responsibility to Employer Supported Volunteering; support for the focus on Food Inequality and the Caerphilly Cares model
- The Caerphilly Buddy Scheme—Volunteer Coordinator Post was recruited in September as a joint initiative between GAVO and CCBC and has supported the recruitment of volunteers from within the CCBC staff pool and externally to provide support for vulnerable and isolated people in the county borough. The officer has provided induction and training, DBS checks and ongoing support to a team of volunteers who have been allocated to individuals contacting CCBC for ongoing help. The Officer left in April and GAVO is currently recruiting a replacement. The post has been supported by the wider GAVO Volunteering Team and covered by members of that team until a new officer is in place. The Officer has worked with CCBC Officers to integrate the post and work into the Caerphilly Cares model. The post has made significant use of the Volunteering Wales platform to recruit and support volunteers.
- GAVO, using the Volunteering Wales platform has supported the recruitment of volunteers throughout the pandemic for PSB partners as well as Covid related activities including Ffrind I Mi, Prescription Riders, The Parish Trust and RiscaCV19 (CVUK). GAVO has supported Risca in particular to develop their governance structure and access funding and volunteer management advice, as well as providing a DBS checking service for volunteers.
- The Volunteering Action Area presented at the Partnerships Scrutiny Meeting in February, reporting on the Buddy Scheme and volunteering activities across the borough throughout the pandemic.



Ref	Key Tasks	Progress
A	Develop a coordinated approach to volunteering to enable all PSB partners to promote volunteering for wellbeing effectively	<ul style="list-style-type: none"> <li>GAVO continues to support a large number of Third Sector Organisations and our PSB Partners to utilise the Volunteering Wales platform. The platform is used to promote and manage Volunteers and has been a vital part of the recent increase in Volunteers and data tracking for Welsh Government. This system will continue to be the central location for Volunteering Opportunities.</li> <li>GAVO is working with the Volunteering Wales developer to ensure that modifications to the system improve access to volunteer management tools for volunteer recruiting organisations and benefit the work of the Volunteering action area and PSB partners including the Buddy Scheme and Caerphilly Cares models.</li> </ul>
Page 32 B	Develop a coordinated approach to Employer Supported Volunteering Scheme (previously Corporate Social Responsibility) to enable staff of PSB organisations to take up opportunities to volunteer.	<ul style="list-style-type: none"> <li>The GAVO Buddy Scheme Officer has provided a link to the work being undertaken by CCBC to develop its Employer Supported Volunteering Strategy.</li> <li>CCBC Employees have been recruited into the Buddy Scheme following the success of the CCBC response to the pandemic and the deployment of staff to support vulnerable and isolated community members. At the end of January 2021 there were 68 volunteers registers on the Scheme, including CCBC staff volunteers and community members. Feedback from Volunteers and those supported has been positive:</li> </ul> <p style="margin-left: 40px;">100% it has given me great satisfaction and makes me feel a little bit more purposeful during this situation and has kept me focused</p> <p style="margin-left: 40px;">I'm very grateful for Amelia doing some shopping for me, it makes the world of difference</p> <p style="text-align: right; margin-right: 40px;"><i>Mrs D, VP</i></p> <p style="margin-left: 40px;"><i>Cath CCBC Volunteer</i></p>
C	Recognise and utilise volunteering as a first step to the employment market.	<ul style="list-style-type: none"> <li>Many of the volunteers recruited during the pandemic who were furloughed or made redundant will be able to use their volunteer experience on their CVs. When looking for employment .</li> <li>The Volunteering Action Area will need to continue to link to the Job Growth &amp; Employability Support as a potential first step for many into employment.</li> </ul>
D	Provide volunteering opportunities that are appropriate for all ages and sectors of the community.	<ul style="list-style-type: none"> <li>Whilst the focus of volunteering over the past year has been the pandemic and the community action that has taken place as a response there is recognition of how the wider sector has suffered from the various lockdowns. It has highlighted issues with the age of many of our volunteers and trustees and it is more important than ever to recruit from a wider age range and experience to ensure a thriving sector remains.</li> <li>GAVO and partners are working with a wide range of organisations to promote volunteering opportunities suitable for all.</li> <li>GAVO is linked to the Natural Environment Action Area to ensure opportunities for volunteering are highlighted e.g. local food production, allotment development and environmental volunteering.</li> </ul>

**Guidance sought from the Public Services Board:**

How the PSB can ensure that the Volunteering Action Area and the third sector are clearly linked into other Action areas as highlighted.  
How the PSB sees the Volunteering Action Area, GAVO and the wider third sector is recognised in the development of Caerphilly Cares model.

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

**Agenda Item 05—AA2b**  
**Date: March 2021**

**Action Area: AA2b Job Growth & Employment Support (previously Apprenticeships)**  
**Contribution to the 4 Well-being Objectives:**  
This Action Area will make significant contributions to the Positive People well-being 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 Delivery Group, as is the Lead for the Procurement Enabler.

**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.

**Evidence**

There has been limited progress in this action area as a direct result of the ongoing pandemic, which has placed significant limits on the capacity of employers (including CCBC) to host apprentices. This downturn in apprenticeship availability is due to both a reduced demand from employers who are experiencing difficulties in the current economic crisis; in addition to greater risk implications for those employers who may otherwise still have the workload to justify additional staff. Given the unprecedented change in economic circumstances, in terms of the impact of the Covid pandemic (which would have been impossible to predict when this action area was first proposed) and in addition to the potential economic impact of Brexit, we have agreed a change in focus of this area. Rather than focusing solely on apprenticeships, we have expanded the action area to include a focus on growing the local economy in general, of which apprenticeships would continue to be a key element, but with an added recognition that local communities also now require job creation as a priority. Performance measures have also been adapted to reflect this change in focus.

There has been an ongoing focus on maintaining links with local employers, to generate new opportunities and ensure that employment support teams are able to be responsive to labour market demand within those sectors that have continued to operate throughout the period (and to enable upskilling/training of prospective candidates in preparation for those sectors that are due to reopen in the near future).

The Caerphilly Academy pilot was delayed during the 2021/21 delivery year for reasons relating to the pandemic, however the Academy mentor has been recruited and initial opportunities identified, in readiness for the scheme to commence in April 2021.

The DWP Kickstart scheme was also rolled out within the reporting period. CCBC Business Liaison staff have supported local employers across the County Borough to engage with the scheme by offering placements and CCBC are also in the process of developing an offer to host a number of placements.

CCBC Procurement were successful with winning the social value category at the 2020 Go Awards (case studies available). CCBC Social Value Policy also in final stages of development/approval, to include community benefits and TR&T initiatives. CCBC employment teams are working with procurement staff to develop placement/training/recruitment opportunities within upcoming procurement contracts and link employment programme customers into these opportunities.

<b>Performance measures where identifiable</b>	<b>Is there a risk this will not be achieved?</b>
Aim to reduce the impact of poverty by supporting people into better employment prospects.	Yes
Support schools to help those who do not wish to follow a traditional attainment pathway to access alternative provision.	No
Provide an all age, all level apprenticeship programme for residents of the county borough, and ensure that we raise awareness of the opportunities available within our communities.	No
Align communication pathways and approaches to promote apprenticeship opportunities to the new approach being developed by WG i.e. the replacement for the Apprenticeship Matching Service.	No
Ensure that the local delivery of work programmes aligns and maximises opportunities from the Caerphilly PSB apprenticeship programme.	No
Maximise the links and develop appropriate pathways to the apprenticeship opportunities available via the Cardiff Capital Region City Deal.	No
<b>Qualitative measures</b>	
Increase the number of people supported into employment via the flagship employment programmes.	No
Increase the number of residents engaged in apprenticeships, traineeships and work placements.	No
Increase the number of local businesses offering opportunities for apprenticeships, traineeships and work placements.	No
Increase the number of apprenticeships, work placements and employment opportunities provided by Caerphilly Council.	No
Increase the number of opportunities for apprenticeships, traineeships, work placements and sustainable employment	No

Ref	Key Tasks	Progress
A	Employment, Education and Training	<p>Ongoing liaison with local employers to support throughout pandemic and identify skills and recruitment gaps. Planned additional engagement via Caerphilly Business Club and Caerphilly Tourism Association.</p> <p>Placement and apprenticeship opportunities (included Kickstart opportunities) promoted to jobseekers within Borough via employment support programmes. Caerphilly Academy also providing additional support to some employers and working with employers to develop new opportunities, promoting support available including Kickstart and Employer Incentive scheme.</p> <p>Work ongoing with CCBC Procurement to plan placement and recruitment opportunities as part of upcoming procurement contracts. Staff from both procurement and Employment Support programmes to develop an action plan to ensure Community Benefits and TR&amp;T incorporated into future opportunities.</p> <p>Work carried out with local employers to develop and deliver successful training pathways (including guaranteed interviews) within specific sectors (Contact Centre and Hospitality) as part of planning for pandemic recovery.</p> <p>Work ongoing with CCBC Workforce Development to identify priority departments/roles for upskilling and recruitment. Need to expand these conversations to identify skills shortages across all PSB partners.</p>
B	Communities, Outreach and Links	<p>Ongoing support of local employers by CCBC Business Liaison staff throughout pandemic - working as key recruitment support.</p> <p>Links to volunteers via close affiliation between CCBC employment teams and Caerphilly Cares team, providing direct referral route for volunteers seeking to progress to employment.</p>
C	Platforms and Communication	<p>There has been no further information from Welsh Government on the replacement matching service to date.</p> <p>Ongoing membership of CCR Regional Skills Partnership, to ensure regional labour market intelligence shared.</p> <p>Engagement with schools had been suspended due to the pandemic and the resulting pressure on schools. We will begin the process of making further links throughout the next year.</p>

**Guidance sought from the Public Services Board**



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

**AGENDA ITEM No. 05—AA3**

**Date: 25 May 2021**

**Action Area/ Enabler: 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, resilient Wales, A healthier Wales, A more equal Wales, A Wales of cohesive communities, A Wales of vibrant culture and thriving welsh language,

**Performance measures where identifiable (see pages below)**

**Is there a risk this will not be achieved? (See pages below)**

**Evidence**

The Good health and well-being delivery plan was developed with a wide range of stakeholders, through a substantial engagement process in 2017/2018. The final content was informed by the Well-being Needs Assessment as well as professional and public input.

Priorities were agreed through a Future Well-being Generations lens. In March 2019 stakeholders came together again to review these priorities and focus on integrated solutions that could be taken forward by the PSB Stakeholders. All priorities were re-agreed.

Strong progress has been made in many of the priority areas, as reported to the PSB, however, since March 2020, many core services have had to adapt to very different ways of working, in response to Covid-19 and working to ensure the safety of Caerphilly residents and adjusting to social distancing. An example of this is that GPs can now use Attend Anywhere, allowing them to have face-to-face consultations with patients. It is recognised that not all residents have the ability to communicate electronically and, where this is the case, telephone triage is undertaken.

Supporting residents to access the right services is a huge area of work at the moment as well as the delivery of the vaccination programme. The community roll out of the vaccinations has had made great progress as can be gleaned from the Caerphilly statistics.

Performance measures where identifiable	Is there a risk this will not be achieved?																									
<p>Smoking prevalence reduced to 16% by 2020. The national target hasn't changed and will remain as stated until the new tobacco plan for Wales is produced.</p> <p><b>Table 1:</b> Smoking Cessation Services outcomes, 1 April to 31 December 2020 (no Q4 figures available)</p> <table border="1" data-bbox="170 341 1368 683"> <thead> <tr> <th>Period</th> <th>Number of Treated Smokers</th> <th>Number of Treated Smokers self-reported as quit</th> <th>% of Treated Smokers self-reported as quit</th> <th>% of the adult smoking population Treated (based on self-</th> </tr> </thead> <tbody> <tr> <td>Q1 2020-21</td> <td>781</td> <td>399</td> <td>51%</td> <td>0.9%</td> </tr> <tr> <td>Q2 2020-21</td> <td>541</td> <td>379</td> <td>70%</td> <td>0.6%</td> </tr> <tr> <td>Q3 2020-21</td> <td>570</td> <td>356</td> <td>62%</td> <td>0.6%</td> </tr> <tr> <td><b>Total</b></td> <td><b>1892</b></td> <td><b>1134</b></td> <td><b>60%</b></td> <td><b>2.1%</b></td> </tr> </tbody> </table>	Period	Number of Treated Smokers	Number of Treated Smokers self-reported as quit	% of Treated Smokers self-reported as quit	% of the adult smoking population Treated (based on self-	Q1 2020-21	781	399	51%	0.9%	Q2 2020-21	541	379	70%	0.6%	Q3 2020-21	570	356	62%	0.6%	<b>Total</b>	<b>1892</b>	<b>1134</b>	<b>60%</b>	<b>2.1%</b>	<p>No</p>
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<p>There should be a 95% uptake in childhood vaccinations, an uptake in flu immunisations as follows - 75% in 65-year olds and over and 55% in at risk groups aged 6 months to 64 years.</p> <p><b>Aneurin Bevan UHB &amp; LA Summary Chart (Oct2020-Dec2020)</b></p> <table border="1" data-bbox="412 868 1541 1267"> <thead> <tr> <th>Age</th> <th>Vaccine</th> <th>Caerphilly</th> </tr> </thead> <tbody> <tr> <td rowspan="4"><b>1 year</b></td> <td>6 in 1 primary*</td> <td>96.6%</td> </tr> <tr> <td>MenB (2 doses)</td> <td>96.8%</td> </tr> <tr> <td>PCV primary (2 doses)</td> <td>96.1%</td> </tr> <tr> <td>Rotavirus (2 doses)</td> <td>95.4%</td> </tr> <tr> <td rowspan="4"><b>2 years</b></td> <td>Hib/MenC booster</td> <td>97.0%</td> </tr> <tr> <td>MMR (1 dose)</td> <td>97.0%</td> </tr> <tr> <td>PCV final (3 doses)</td> <td>97.0%</td> </tr> <tr> <td>MenB (Complete course)</td> <td>97.0%</td> </tr> </tbody> </table> <p>There should be uptakes in flu immunisations as follows - 75% in 65-year olds and over and 55% in at risk groups aged 6 months to 64 years. The following are the latest figures for Caerphilly Borough.:</p> <ul style="list-style-type: none"> <li>• Children age 2-3 yrs.— Uptake 61.2%</li> <li>• Clinical Risk 6 months—64 yrs. Uptake 53.4%</li> <li>• 65yrs and older—77.5%</li> </ul>	Age	Vaccine	Caerphilly	<b>1 year</b>	6 in 1 primary*	96.6%	MenB (2 doses)	96.8%	PCV primary (2 doses)	96.1%	Rotavirus (2 doses)	95.4%	<b>2 years</b>	Hib/MenC booster	97.0%	MMR (1 dose)	97.0%	PCV final (3 doses)	97.0%	MenB (Complete course)	97.0%	<p>No</p>				
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Performance measures where identifiable (cont)	Is there a risk this will not be achieved?
<p><b>COVID-19 vaccination in CCBC area (up to 16/05/2021)</b>  Age 80 years and over: 96.2% (1<sup>st</sup> dose) 92.4% (2<sup>nd</sup> dose)  Age 75-79: 97.1% (1<sup>st</sup> dose) 93.5% (2<sup>nd</sup> dose)  Age 70-74: 97.1% (1<sup>st</sup> dose) 93.7% (2<sup>nd</sup> dose)  Age 65-69: 95.6% (1<sup>st</sup> dose) 90.1% (2<sup>nd</sup> dose)  Age 60-64: 94.8% (1<sup>st</sup> dose) 32.7% (2<sup>nd</sup> dose)  Age 55-59: 93.0% (1<sup>st</sup> dose) 27.7% (2<sup>nd</sup> dose)  Age 50-54: 90.9% (1<sup>st</sup> dose) 20.6% (2<sup>nd</sup> dose)  Group (clinically extremely vulnerable 16-69): 94.8% (1<sup>st</sup> dose) 85.2% (2<sup>nd</sup> dose)  Group (clinically at risk- 16-64 ): 90.1% (1<sup>st</sup> dose) 30.7% (2<sup>nd</sup> dose)  Age 40-49: 86.8% (1<sup>st</sup> dose) 15.2% (2<sup>nd</sup> dose)  Age 30-39: 76.9% (1<sup>st</sup> dose) 11.6% (2<sup>nd</sup> dose)  Age 18-29: 23.3% (1<sup>st</sup> dose) 8.3% (2<sup>nd</sup> dose)</p>	<p>No — the roll out of the vaccinations is going well and targets are being achieved.</p>
<p>There should be an uptake in the following areas for national screening: 60% uptake for bowel; 70% uptake for breast; 80% for cervical.</p> <p><b>Screening Division state that annual reports have been delayed due to the Covid response. The most recent uptake data for Caerphilly are:</b></p> <p>Bowel = 58.8% (2018-19 uptake data)  Breast = 72.8% (uptake for screening round as at 30/11/19)  Cervical = 75.4% (coverage as at 1/4/18)</p>	<p>YES — Covid-19 and vaccination priorities may reduce capacity and engagement with residents and patients.</p>
<p>Age Cymru Gwent's Hospital Discharge Service (HDS) had 18 new service users (carried forward) on the last day of the quarter accessing the HDS. 6 were new referrals. Quarter monitoring <b>05 May 2021</b></p>	<p>No - targets are being achieved.</p>
<p>MIND have 54 active clients and have offered 195 counselling sessions.</p>	<p>No - targets are being achieved.</p>

Ref	Key Tasks	Progress
AA 3.1	<ul style="list-style-type: none"> <li>Promote and encourage people to avail of smoking cessation support and details of how this can be accessed.</li> <li>Promote and encourage people to avail of screening services with details of how these can be accessed.</li> <li>Promote positive messages about vaccinations and encourage reading from reputable resources.</li> </ul>	<ul style="list-style-type: none"> <li>See statistics above regarding smoking cessation.</li> <li>Screening Division state that annual reports have been delayed due to the Covid response. See above for most recent uptake data for Caerphilly area.</li> <li>V for Vaccination training is continuing and has been well received. Vaccination uptake and number of residents receiving their vaccination is very positive. See current figures for vaccinations in Caerphilly above.</li> </ul>
Page 38  AA3. 2	<p><b>INVEST IN THE WELL-BEING OF STAFF</b></p> <ul style="list-style-type: none"> <li>Ensure that Connect 5 training is rolled out to staff and monitor uptake and feedback.</li> <li>Ensure up to date resources shared on Care First and alternative internal communications.</li> </ul>	<ul style="list-style-type: none"> <li>In Q1 Caerphilly Mind commissioned to deliver 24 modules (Projected target is to commission Caerphilly Mind to deliver 108 modules in Q 2-4 focus will be on delivering to health and social care staff) Total 132 modules for the year projected to take place at a minimum.</li> <li>All health and well-being resources are shared on Care First and internal communications to support employees.</li> <li>A CCBC Corporate Volunteering policy is being developed which is intended to enable staff to avail of opportunities and develop new skills and confidence and invest in the well-being of our staff.</li> </ul>



Ref	Key Tasks	Progress
<p>AA3. 3</p> <p>Page 39</p>	<p><b>Provide an integrated system of health, social care and well-being closer to home through the Neighbourhood Care Network</b></p> <p>Ensure synergies between the strategic priorities of the PSB, the three Neighbourhood Care Networks (NCN) and the Integrated Wellbeing Networks: encourage opportunities and promote delivery through:</p> <ul style="list-style-type: none"> <li>• Green and community-based creative wellbeing initiatives, including appropriate social and more formalised 'prescribing' routes</li> <li>• Ensure synergy with other PSB workstreams especially: <ul style="list-style-type: none"> <li>Caerphilly cares</li> <li>Preventing vulnerability/ inequality</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Groundwork Wales are offering 10 spaces to residents to join a 6 week structured well-being programme with a specialist health coach. The session lasts up to 1.5 hours including a walking activity and time for support and a chat with the health coach.</li> <li>• IWN are developing Green Prescribing as a model— surgeries are now signed up for this project and a pilot will be delivered next month and into the summer.</li> <li>• There is contact with other PSB workstreams and partners attend meetings in other PSB areas to discuss working collaboratively and shared priorities.</li> </ul>
<p><b>Cont below</b></p>		

Ref	Key Tasks	Progress
	<p><b>Create a supportive environment that enables communities and residents to manage their health and wellbeing, appropriately in partnership with services.</b></p> <ul style="list-style-type: none"> <li>• Develop place-based approaches to enable community wellbeing and empower residents to access support services and get involved in funding opportunities.</li> <li>• Ensure promotion and awareness of local services in the following areas: Reducing loneliness through 'Ffrind i mi'</li> <li>• Mental health services to residents in partnership with Caerphilly MIND and MELO</li> <li>• Promotion of support for digital exclusion</li> <li>• Support the roll out of Iris in partnership with Llamau</li> </ul>	<p>Monthly Wellbeing Friends Coffee Mornings have been running since January 2021. On average, there are between 10/12 attendees. Each coffee morning has an initial Covid regulations update, 1 to 2 speakers and a section for people to ask for support, or to tell the group of ongoing or new work.</p> <p>Talks have consisted of;</p> <p>Dementia Friends Summary talk ; Reminiscence Session; Alzheimers Society - Herbert Protocol; British Liver Trust; Victim Support ; Caerphilly Arts and Cwtch Festival Information; Smart Money Cymru - Financial Wellbeing; Small Woodlands Trust ; Feedback from community groups and uptake in services for health and well-being groups in local areas.;</p> <ul style="list-style-type: none"> <li>• Place based collectives held in focus areas: Bargoed, Rhymney, New Tredegar and Rhymney held bimonthly.</li> <li>• Monthly well-being coffee mornings taking place with agency partners.</li> <li>• V for Vaccination training has been delivered across Caerphilly to respond to vaccination hesitancy and promote reputable resources for additional information.</li> <li>• Covid IMT supported by IWN lead re community intelligence and information</li> <li>• Ffrind I mi is ongoing—no new updates currently.</li> <li>• See above for up to date statistics regarding mental health services being delivered to residents by MIND.</li> <li>• Work has been supported around digital exclusion in Risca and there are plans to move it to other areas.</li> <li>• IRIS is being rolled out across GP practices in Caerphilly borough.</li> </ul>

**Guidance sought from the Public Services Board:**



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

**AGENDA ITEM No. 05—AA4a**

**Date: 28/5/21**

**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 damage and development of mediation services to help residents address problem persons and behaviour directly.

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
Identify and respond effectively to crime and ASB challenges.	No
<b>Qualitative measures</b>	
Feedback provided by the community following engagement re. issues in area, perception of community safety and effectiveness of actions being taken.	No

**Evidence**

- Excellent partnership working between the newly formed Problem Solving Hub / CCBC Licensing officers in relation to preventative and proactive working as a result of COVID restrictions involving Night Time Economy.
- The Community Safety Hub has continued to operate through the pandemic, resorting to TEAMS. Vital partnership meetings have continued to take place tackling organised criminality, anti-social behaviour and other demand drivers where information and intelligence is shared. Information has also been shared between education, and social services in relation to the safeguarding of vulnerable children and domestic violence victims whilst in lockdown / schools closed.
- Work currently underway in relation to the Youth Offending Service and Nxt Gen CSO to look at diversionary tactics and interventions at Strike 1 ASB process. This will help to reduce the numbers of children going through the Criminal Justice process.
- The formation of the Problem Solving hub and WDBC (We don't buy crime) has dedicated a number of resources to assist with reducing demand, crime prevention and enhancing engagement within the community. We are currently process mapping community groups to understand the demographic and diverse composition of our communities. Focus will be on developing WATCH schemes and creating problem solving community groups to help with localised issues by utilising dedicated volunteers.
- Heddlu Bach / Cadets—engagement continued over the last 6 months via google classrooms .
- Grass Fires—a review has been undertaken of the response tactical plan—this has now been completed and ratified. This plan has been written in conjunction with SWFRS to include interventions / crime prevention and education initiatives.
- Hate Crime. A review has been undertaken to ensure that we have a robust system in place to deal with all hate crime incidents and to encourage reporting from within our communities, helping to promote community cohesion.

Ref	Key Tasks	Progress
A	<p>Community Mapping – Develop an understanding of the demographic and diverse composition of our local communities. This will assist with key engagement initiatives to involve our communities in problem solving issues that affect them. This will allow them to feel empowered and informed in order to deal with localised community safety.</p>	<p>Gwent police now has a dedicated CSO engagement officer who is currently mapping out community groups in conjunction with key engagement partners. There will be focus on forging links with Neighbourhood Watch schemes and promoting other WATCH schemes to help provide crime prevention and safety advice. They will also be promoting the Trinity / Herbert, Philomena and Ella protocols and act as a focal point where children and young people meet. The officer will also signpost the community to other key agencies and voluntary agencies where appropriate. Work is also underway to develop problem solving voluntary groups in the community to assist with solving local issues.</p>
B	<p>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.</p>	<p>The newly formed Problem Solving hubs has a dedicated analyst and work closely with neighbourhood teams to identify emerging patterns. A problem orientated policing plan is created that is shared with key partners for actions at partnership tasking meetings. Nxt Gen officers (Youth Engagement) are working closely with the Youth Offending Service to look at early interventions and diversionary tactics to steer those away from the criminal justice system. There will also be a more joined up approach in relation to youth engagement that will involve schools police officers / Nxt Gen / CSP / YOS and voluntary organisations. Community confidence will be enhanced via engagement and surveys.</p> <p>A number of Dispersal Orders have been issued in recent months to address hotspot areas of anti-social behaviour. Partners have worked together to engage young people, disperse large groups and enforce where necessary.</p>
C	<p>To stand up to Hate / Intolerance and Extremism in our communities by ensuring we robustly monitor and deal with incidents and victims of hate crime.</p> <p>To ensure that the responsibilities for PREVENT and CHANNEL under Counter Terrorism and Security Act 2015 are met and to implement the Regional Prevent Action Plan that covers training, policy, Channel and community cohesion.</p>	<p>Prevent training has been delivered to front line staff and it is has also been made available during Organised Crime Partnership meetings to key partners. In relation to hate crime reporting, a recent review has been performed that looks at incidents from first point of contact until end of investigation. Each incident is looked at daily and a robust plan is implemented. If it requires a partnership approach then this will be taken through to the partnership tasking meeting for action.</p> <p>The new Channel Duty Guidance has been reviewed and as a result training has been provided to all Channel Panel members and Panel meetings are now held every 4-6 weeks.</p> <p>Partners are working together to provide feedback on the new Protect Duty and establish the Caerphilly Protective Security Preparedness Group.</p>

Ref	Key Tasks	Progress
D	To continue working in partnership with statutory, specialist and internal partners to co-ordinate activity in relation to emerging areas of repeat demand, Serious Violence / Serious organised criminality, intelligence and community issues. This will be facilitated via the Tasking process through both Community Safety Hubs and the Serious Organised Crime Partnership Group	Emerging demand and repeat victims / locations and subjects will be monitored daily through the Harm Reduction co-ordinator who will sit in the newly formed Problem Solving Hub. A joined up approach with neighbourhood teams will ensure a problem orientated policing plan is implemented that is shared with partners at partnership tasking meetings. The serious organised crime partnership meetings continues.
E	To enhance engagement and activity in relation to the Night-Time economy – to reduce those incidents intrinsically linked to NTE such as violent crime / Disorder and areas of vulnerability (CCE / CSE / Modern Day Slavery)	Dedicated operational officers are now in place within the problem solving hubs and will be focussed on driving initiatives and engagement in relation to NTE This work has already started in conjunction with Local Authority Licensing officers and trading standards as lockdown eases.

Guidance sought from the Public Services Board: Nothing at this time.

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

**AGENDA ITEM No. 05—AA5**

**Date: April 2021**

**Action Area: AA4b Resilient Communities**

**Contribution to the 4 Well-being Objectives:**

- **Positive Change** - A shared commitment to improving the way we work together to deliver services through a new Caerphilly Cares Services.
- **Positive People** - Empowering and enabling all our residents to achieve their own potential through the new delivery model ( Caerphilly Cares); Enabling our communities to be resilient and sustainable
- **Positive Places** - A comprehensive programme is being developed to aid town centre recovery to enable our communities to access services in a safe manner as lives are gradually unlocked.

**Contribution to the 7 Well-being Goals:**

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

Page 15

**Evidence**

In November 2020 the Council introduced the Caerphilly Cares Service to provide a new approach to service provision providing a changing perspective on building bridges with communities, mobilising individual and community assets, and enabling a process of co-production, with individuals as active agents in their own lives. This new approach enables easier and earlier identification of vulnerable people within communities; better engagement; the ability to identify what the new service needs are in the community; the opportunity to build on and expand community and voluntary support; the mobilisation of community assets in empowered co-production and advance the holistic work of the **Resilient Communities** strand of the Public Service Board's (PSB) work.

The long term vision is for a much larger range of services to work collaboratively 'under the umbrella' of Caerphilly Cares to support early intervention and prevention in order to meet the needs of all residents in Lansbury Park and indeed across the Caerphilly county borough as a whole. The focus is on reducing inequalities and supporting the most vulnerable in our borough. to provide an environment for effective communication and coordination that puts the needs of residents at the heart of service delivery. The Caerphilly Cares workstream is now reported separately to the PSB and the Resilient Communities strand has therefore been refocused at the request of the PSB to concentrate on Town Centre Recovery.



Performance measures where identifiable	Is there a risk this will not be achieved?
Free Wi Fi introduced in: 5 Principal Towns,2 Local Centres And introduction of Near me Now	No
Reduce the number of problematic empty properties in Our Town Centres	This will be dependent on the level of funding available to attract investment into our town centres.
Introduce new homes into town centre locations.	This will be dependent on the level of funding available to attract investment into our town centres.
<b>Qualitative measures</b>	
Shopper attitude Surveys– increased satisfaction	
Caerphilly Conversation 2021 • Safer town centres (82%)	

Ref	Town Centre Recovery— Key Tasks	Progress 1—2 years
A	<p>£1m spend on environmental improvements in Lansbury Park identified by the community and which comply with Part 6 of the WHQS.</p> <p>Obtain funding via WG to support the continuation of energy efficiency improvements to privately owned homes in Lansbury Park .</p>	This is a medium to long term task which will ensure that fuel poverty is addressed
B	Roll out free wi fi to 5 Principal Towns and 2 Local Centres. Wi Fi analytics being explored	This is a short term task that will facilitate access and help address digital exclusion
C	Establishment of enforcement action plan - targeting statutory action on empty properties in Principal Town Centres with an initial focus on Bargoed.	This is a short to medium term task which will be resource intensive
D	Investigate and encourage all opportunities to locate public sector/ third sector commercial occupation in town centres. To include service hubs, health and well-being provision to increase accessibility and enhance footfall etc	This is a short to medium term task which will require all PSB partners involvement.
E	Increase and diversify the town centre offer to increase the number of residents residing in town centres.	The work to increase the number of homes in town centres is a medium to long term task which will involve utilising vacant floorspace at first floor level and the demolition and redevelopment of appropriate empty properties.
F	Identification of suitable town centre sites and locations for supporting and taking forward Greening and Green Infrastructure projects to enhance well being and increase the sustainability of towns.	This is a medium to long term task and will require some significant investment.

**Guidance sought from the Public Services Board**—Partners are asked to acknowledge that the work of the Coalition for Change Board for Lansbury Park has been largely completed through the Councils WHQS programme and the service reconfiguration has been superseded by the Caerphilly Cares Service which is delivering the integrated service model which was being pursued through the Coalition Board previously. A decision is now required concerning the continued need for the Board.



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

**Agenda Item 08-AA5**

**Date: 24 Jun 2021**

**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?
Improved access to green spaces in the local community	No
Improved knowledge of barriers to accessing green space	No
<b>Quantifiable measures</b>	
Improvement in access to green space in the local community to encourage greater use.	No
Improved knowledge and understanding to the barriers to accessing green space	No
Community involvement in protecting and enhancing the natural environment	No

**Evidence**

- Green Spaces Group met last in Feb 2021. The Group has agreed three delivery priorities for 2021. These are: -
  - **Priority 1: Targeted improvement of green spaces** - A major tree planting and habitat improvement programme, that engages with residents and volunteers to maximise the carbon offsetting, biodiversity benefits and understanding of climate change issues.
  - **Priority 2: Grow, cook, eat** - involving people in sustainable local food activity as a way to enhance connection to nature, promote sustainable behaviours and improve health, e.g. increasing allotment provision, involving volunteers, supporting community initiatives.
  - **Priority 3: New Recovery Priority Flooding:** Flooding is a key issue in Caerphilly. Green Spaces group to feed into new LDP, Natural Flood Management to be explored alongside engineering works with multiple benefits of Green spaces to be integrated into development for people and biodiversity to benefit all. Policy Planning to be included in Green Spaces Group.
- The Green Infrastructure plan for the county borough has been approved.
- Green Active Travel project at Tir y Berth ongoing – launch event was planned for the spring (new date tbc)
- Ystrad Mynach mapping project (looking at use of green space and future opportunities) - report being finalised pending publication of GI Strategy.

Ref	Key Tasks	Progress
A	Create, complete and implement an integrated Green Infrastructure Strategy.	Green Spaces Group were involved in early stages of GI Strategy development in 2018 and item regularly discussed at Green Spaces Group meetings since. Work on the Strategy is led by CCBC. Latest update is that Strategy will be going to Council in September 2020. This is a key document that will outline assets and opportunities at a strategic level and inform future work programme of this Action Area.
B	Establish a funding group of PSB organisations to share knowledge and identify opportunities for collaborative projects and funding bids.	Members of Core Group feed into existing Gwent-wide partnerships - Resilient Greater Gwent (ENRaW funded) and Gwent Green Grid Partnership (hoping for ENRaW funding). Also Resilient Uplands project and have fed into G-SWAG and Area Statement work so the work in Caerphilly is aligned with that across Gwent and benefitting from shared learning and approaching delivery at the right scale.
C	Map existing delivery, assets, opportunities and gaps of our green spaces and identify opportunities for change.	GI Strategy is key here. To complement that strategic look at green space, NRW funded (£5k) a place-based look at assets and opportunities in Ystrad Mynach, to help bring the GI Strategy to life on the ground. Groundwork carried out this work and it is finished but not yet used. The focus was engagement with the community to look at how they did/didn't use green spaces, what they valued, what the barriers and opportunities were to using green spaces to be a greater part of people's daily lives. Intention is to use this as part of the comms when the GI Strategy is rolled out. Also link here to PSB Assets Action Area and mapping of green assets (CCBC Tracy Evans attends that group and feeds back to Core Group). No action yet with regard to green public assets.
D	Implement actions to increase the contribution that the environment makes to the health and well-being of residents.	Delivered an active travel project in Tir y Berth with NRW and ABUHB funding. Engagement with local community about improvements to a neglected route alongside the River Rhymney. Enhancements to interpretation, promotion (map of route and linkages to active travel network), biodiversity enhancements and improvements to the route infrastructure. It was planned to launch the revamped route in spring 2020, but COVID delayed this. Have linked to Volunteering Action Area and reps from that work area attend Green Spaces Group. Community group involved with Tir y Berth project. Volunteering identified as key in one of the delivery themes for 2021.  Hope that GI Strategy will help us to spatially prioritise where next delivery should be. David Llewellyn (Caerphilly Integrated Wellbeing Network lead) has now joined the Core Group to help ensure that delivery joined up with ABUHB's priorities.

E	Identify and mitigate against flood risk in the county borough	Flooding is a key issue in Caerphilly. Green Spaces group to feed into new LDP, Natural Flood Management to be explored alongside engineering works with multiple benefits of Green spaces to be integrated into development for people and biodiversity to benefit all. Policy Planning to be included in Green Spaces Group.
F	Identify the opportunities for PSB Partners to share resources, assets and staff.	Core Group has worked well in partnership and contributed funding to shared projects.
This report is presented to the PSB		

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

**AGENDA ITEM No. 05—AA4b**

**Date: 24 Jun 21**

**Action Area/ Enabler: Caerphilly Cares**

**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 resilience

**Contribution to the 7 Well-being Goals:**

The Caerphilly Cares 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.

Performance measures where identifiable	Is there a risk this will not be achieved?
Strengthening relationships and connections between residents, and between residents and agencies.	No
Mobilising and empowering residents to become self-organising and active.	No
Map all community groups and support currently available	No
Create a mechanism for sharing best practice and increased community participation for residents.	No
Develop the process mapping internally and across external partners, then establish the monitoring and evaluation framework including customer journey mapping.	No

**Evidence**

Caerphilly Cares has been identified as a new Action Area for the Caerphilly Public Services Board. In November 2020 Cabinet endorsed the establishment and funding for a new service providing the Council with an opportunity to work even more closely with the voluntary and community sectors to harness, support and expand the community resilience demonstrated in many communities across the borough. The Council has recognised that local activities are vital to supporting wellbeing, with new and existing local groups having picked up the mantel throughout the pandemic. Support for these groups is crucial moving forward and should be seen, very much, as part of the offer of support. Caerphilly Cares will provide opportunities for meaningful dialogue with vulnerable people, to assess service and support needs and coproduce services designed to promote long term independence.

Caerphilly Cares aims to create the conditions for community assets to thrive and create a balance between service and community support by removing barriers that prevent services working alongside communities in ways that are empowering, engaging, and meaningful. The Caerphilly Cares (CC) service has been established and launched within the Social Services directorate and was launched officially in April 2021. Referral pathways have been established with a number of internal departments and this work is on going. Collaborative working is also being developed with the Good Health and Well-being Action Area through the Integrated Well Being network and Neighbourhood Care network to develop GP and primary care referrals through Social prescribing pathways. However, where relevant, links to community provision and volunteer support is being encouraged through collaboration with GAVO and the volunteering Action Area, either instead of or as well as organisational support. Connecting with your community and developing social connections are all factors that enhance wellbeing, enhancing the informal way people connect with others, with services offering assistance rather than being the sole source of support



Ref	Key Tasks	Progress
A	Establishing an appropriate customer journey measurement	On-going
B	Establish panel of community volunteers – exploring training and development needs – first six months (training to then be completed within 12-18 months)	A forum of volunteer led organisations has been established to network and encourage peer to peer support. The meeting established common goals, issues and common areas for joint working including volunteer training.
C	Develop tool to measure impact for individuals – in partnership with Public Health Wales + community insight work (change to geographical area)	On-going
D	Community groups trained in safeguarding, coproduction, community involvement etc. within first year	Training for volunteers and groups has commenced, initially with Safeguarding and Connect5 in partnership with PHW.
E	Service/asset mapping in geographical areas	This work is on going with Dewis and a Caerphilly Cares page and staff resource has been included on the Dewis platform
F	Identify most common barriers via calls/customer journey	
G	Evaluation of first 12 months delivery	
H	Develop delivery plan for year 2 onwards	
I	Production of quarterly newsletters to promote Caerphilly Cares	
J	Caerphilly Cares team are suitably upskilled	Ongoing

**Guidance sought from the Public Services Board:**

**Evidence**

A communication strategy was developed as part of the Caerphilly Cares launch. This included a social media promotion, a web presence, a newly established Dewis page, press coverage, packs for local Cllrs, presentations both internally and with partners, including the voluntary sector forums

Co-productive working with the community, participatory budgeting and direct customer feedback will inform future service provision, we aim to identify gaps in support through the referrals received from both established statutory and third-party services.



## **PARTNERSHIPS SCRUTINY COMMITTEE – 15TH JULY 2021**

**SUBJECT:                   FORMATION OF A GWENT PUBLIC SERVICES BOARD**

**REPORT BY:               CORPORATE DIRECTOR- EDUCATION AND CORPORATE  
SERVICES**

### **1.       PURPOSE OF REPORT**

- 1.1       This report discusses the formation of a Gwent Public Services Board (PSB) from September this year as notified to scrutiny at its last meeting. This report also gives further information on the proposals for Local Delivery Partnerships in each of the constituent local authority areas. It gives information on the proposed regional scrutiny and continued scrutiny within the Council arrangements both pre and post 2023.

### **2.       SUMMARY**

- 2.1       The appended report is a single 'Gwent' report that is being presented to the relevant scrutiny, Cabinet and Council arrangements in each of the five local authority areas in the Gwent region. It details the arrangements for a Gwent PSB from September this year and confirms the decision of the board members across the five existing public services boards to dissolve and merge as a single Gwent PSB.
- 2.2       The future arrangements will include Local Delivery Partnerships comprising each of the statutory and invited members, plus other local partners, with sufficient seniority to direct resources and take decisions. The Gwent PSB will have oversight of these Local Delivery Partnerships and the report sets out further detail on this and the continued delivery of the current 'Caerphilly We Want Well-being Plan' 2018-2023.
- 2.3       The report explains that the Caerphilly PSBs annual report will run from September 2020 until September 2021 and that it will be agreed by the residual Caerphilly PSB and shared with Partnerships Scrutiny Committee, as a statutory recipient, as part of an Information Item report.
- 2.4       The report also notifies committee that Caerphilly County Borough Council will providing the facilitation support to the Gwent PSB in its first two years.

### **3. RECOMMENDATIONS**

3.1 That Partnerships Scrutiny Committee note this report and provide any views on its content as part of engagement with elected members responsible for the scrutiny of public services boards.

3.2 That Partnerships Scrutiny Committee note the full set of recommendations in the appended report:

Recommendation 1: To note the proposal to move to a regional PSB as outlined in the report and the importance of maintaining strong local partnerships.

Recommendation 2: To note the requirement to establish regional Scrutiny and to receive further details on this as appropriate.

Recommendation 3: The local assessment of well-being to be agreed by 5th May 2022 will be added to the work programme for sign off.

Recommendation 4: To note the proposed changes to terms of reference, and to make any relevant changes to committee structures, terms of reference and constitution.

Recommendation 5: To support the development of Local Delivery Partnerships and ensure that these are considered in local Scrutiny work programmes.

Recommendation 6: To note the developing arrangements to establish Regional Scrutiny.

Recommendation 7: To continue to support Scrutiny of the current Well-Being Plans to 2023 through existing local partnership Scrutiny arrangements.

3.3 The appended report, and a covering report, will be presented to full Council on the 27<sup>th</sup> of July and Partnerships Scrutiny Committee are invited to provide any views to Council on the formation of the Gwent PSB and the recommendations above. Noting that the decision to form a Gwent PSB has been taken by the constituent partners across the region.

### **4. REASONS FOR THE RECOMMENDATIONS**

4.1 To inform and update members on the creation of the Gwent PSB and explain the proposals for local scrutiny and delivery of the remaining well-being plan and the replacement Gwent well-being plan.

### **5. THE REPORT**

5.1 Appended to this report is a detailed regional report that updates on the progress towards the development of the Gwent Public Services Board. A common report is being provided across the region to all local authority elected member forums. It sets out in detail:

- Background and existing structures across the region
- A proposed regional partnership structure



- The drivers for change
- Progress to date
  - a. draft terms of reference
  - b. development of a regional well-being plan
  - c. proposed Local Delivery Partnerships
  - d. expansion of the membership of the Gwent PSB
  - e. developing regional scrutiny arrangements
  - f. links to other regional board structures
  - g. performance and reporting
- A set of recommendations which are reproduced at 3.2 above

5.2 This report to scrutiny committee explains in a little more detail how the transition to a Gwent PSB will be achieved and what the implications will be for local delivery and continuing local authority scrutiny.

### 5.3 **Local Delivery Partnership**

As set out in the Gwent report a Local Delivery Partnership will be set up to continue the delivery of the existing Caerphilly well-being plan, until 2023. Thereafter, the Local Delivery Partnership will be responsible for any local activity and actions under the Gwent well-being plan and any contribution to regional PSB activity. To give some examples of how this would work in practice the Caerphilly PSB has worked on both local and regional projects. Under current arrangements a significant amount of partnership effort has gone into the Lansbury Park area. Such local projects will continue under a Gwent well-being plan as the legislation defines that 'community areas' still need to be a focus of activity. Regional projects are likely to include projects such as the installation of electric vehicle chargers across Gwent which has been achieved through collaboration. As such, it is envisaged that the new Gwent well-being plan will be two-tier, with both local and regional projects.

The membership of the Local Delivery Partnership will be senior officers from the PSB statutory and prescribed invited member organisations. These are currently represented on the Lead Officer Delivery Group and this group will become the new Local Delivery Partnership. All LDPs across the region will operate under a common set of terms of reference that will allow for the inclusion of local well-being partners not able to sit and represent at the regional level. For our area this will mean that a representative of the Town and Community Council, who currently sits on the Caerphilly PSB, will become a member of the Local Delivery Partnership.

### 5.4 **Regional and Local Scrutiny**

There is a requirement to convene an overview and scrutiny committee to oversee the work of the PSB. Steps are being taken by the responsible committee services officers across Gwent to put in place a regional scrutiny committee to undertake this role. In the context of Caerphilly work there will be an ongoing requirement to scrutinise activity under the current well-being plan, until 2023. As such Partnerships Scrutiny Committee will continue to meet until this time, with the last meeting being in January 2023.

Thereafter, local activity will continue under the Gwent well-being plan 2023-2028. There are two options for scrutiny of this work:

1. Partnerships Scrutiny Committee continues to sit/ additional meetings of Policy and Resources Committee are convened to cover the activity, or
2. Local PSB activity is referred to the most relevant sitting committee,

depending on the project

This decision will need to be taken after the next local government elections in May 2022.

Caerphilly PSB will maintain a local website which will host local performance reports until 2023. A Gwent PSB website will be developed and run in tandem until it supersedes local websites.

#### **5.5 Caerphilly PSB Annual Report**

Last year, due to the pandemic and disruption to PSB meetings and governance cycles, the annual report was agreed in September 2020 rather than July. As the Gwent PSB will form from September 2021 Welsh Government have agreed that this year's Caerphilly PSB annual report will run from the period September 2020 to September 2021.

Partnerships Scrutiny Committee are a statutory recipient of the annual report. This will be provided to committee as an Information Item report when it is complete and shortly after the end of September 2021. It will be agreed virtually by the residual Caerphilly PSB and shared virtually with scrutiny members as last year.

#### **5.6 Support for the Gwent PSB**

Members will note from the appended report that the facilitation and coordination of the new Gwent PSB will be shared among the constituent local authorities on a two-yearly cycle. The role for the first cycle will be with Caerphilly Council and officers are currently putting place the arrangements to form the PSB and convene the first meeting.

#### **5.7 Minor changes to the Council's Constitution**

The current constitution includes references to the Caerphilly PSB and Well-being Plan. This will need to be altered to reflect the Gwent PSB and the Gwent Well-being Plan after 2023.

#### **5.7 Conclusion**

The appended report is detailed and intended for multiple member forums across the region. The points made in this report set out how the arrangements will work in practice within the county borough area to provide assurance that local well-being activity will continue and will continue to be scrutinised.

### **6. ASSUMPTIONS**

6.1 There are no assumptions made in this report

### **7. SUMMARY OF INTEGRATED IMPACT ASSESSMENT**

7.1 The integrated impact assessment shows that the Gwent PSB will, through its statutory responsibilities, be required to contribute to the well-being goals for Wales and will need to abide by the sustainable development principle in its activities. The intention is to create Local Delivery Partnerships who will ensure that local actions and activity, particularly in community areas, will continue.

Link to full Integrated Impact Assessment:

## **8. FINANCIAL IMPLICATIONS**

8.1 There are no financial implications in this report.

## **9. PERSONNEL IMPLICATIONS**

9.1 There are no personnel implications in this report.

## **10. CONSULTATIONS**

10.1 The views of all consultees have been included in this report.

## **11. STATUTORY POWER**

11.1 Well-being of Future Generations (Wales) Act 2015

Author: Kathryn Peters, Corporate Policy Manager, [peterk@caerphilly.gov.uk](mailto:peterk@caerphilly.gov.uk)

Consultees: Councillor Philippa Marsden, Leader of the Council and Chair of the PSB  
Christina Harray, Chief Executive  
Councillor Jamie Pritchard, Chair of Partnerships Scrutiny Committee  
Councillor Gez Kirby, Vice Chair of Partnerships Scrutiny Committee  
Richard Edmunds, Corporate Director, Education and Corporate Services  
Sue Richards, Head of Education Planning and Strategy  
Stephen Harris, Head of Financial Services and Section 151 Officer  
Rob Tranter, Head of legal Services and Monitoring Officer

Background Papers: None

Appendices:

Appendix 1 Regional Progress Report- Formation of a Gwent PSB

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**SUBJECT: Progress report - Regional Gwent Public Services Board**

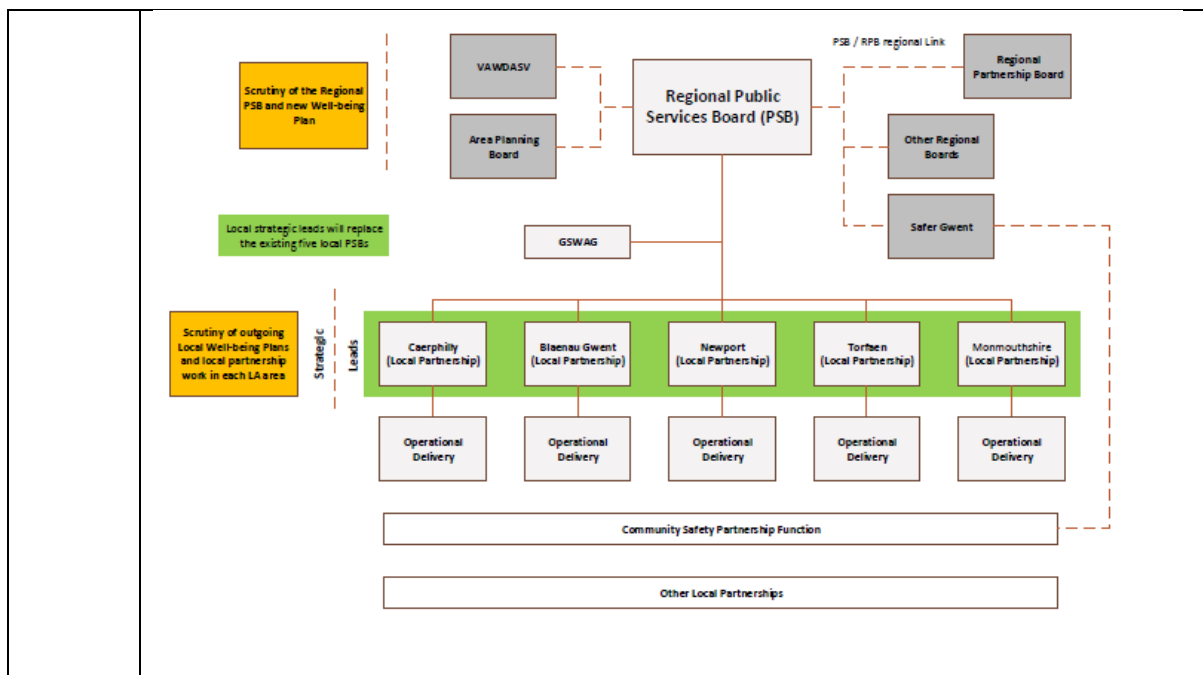
Report written and submitted by: Gwent Strategic Well-being Action Group- Governance Group for G10

Authors: Tracy McKim, Policy and Partnership Manager, Newport City Council.

Kathryn Peters - Corporate Policy Manager Caerphilly

<b>1</b>	<b>Areas Affected</b>
1.1	Gwent
<b>2</b>	<b>Purpose of Report</b>
2.1	<p>To update members on the development of a regional 'Gwent' Public Services Board, and the next round of the Assessment of Local Well-being and Local Well-being Plans and to note any relevant governance changes required for the local authority and its committees.</p> <p><b>The report is being received by partnership Scrutiny Committees across Gwent for awareness and Cabinet/ Council for note and decision making as appropriate.</b></p>
<b>3</b>	<b>Background</b>
3.1	<p>The Well-being of Future Generations (Wales) Act 2015 is about improving the social, economic, environmental and cultural well-being of Wales. The Act sets out a collective well-being duty on specified public bodies to act jointly via public services boards (PSBs) to improve the economic, social, environmental and cultural well-being of their area by contributing to the achievement of the well-being goals.</p> <p>As part of this collective well-being duty, the PSB must:</p> <ul style="list-style-type: none"> <li>• Prepare and publish an assessment of the state of economic, social, environmental and cultural well-being in each community, and in the area as a whole, to be published no later than a year before its local well-being plan.</li> <li>• Prepare and publish a local well-being plan setting out its local objectives and the steps it proposes to take to meet them, published no later than 12 months after each local election.</li> </ul> <p>The first <a href="#">local well-being assessments</a> were published in May 2017. The <a href="#">first local well-being plans</a> were published in May 2018 for Blaenau Gwent, Caerphilly, Monmouthshire, Newport and Torfaen. The next round of the well-being assessment and well-being plan are due to be published in May 2022 and May 2023 respectively.</p> <p>Existing PSB partnership structure:</p>

	<pre> graph TD     G10[G10] --- GSWAG[GSWAG]     G10 -.- PSB1[Public Services Board - Caerphilly]     G10 -.- PSB2[Public Services Board - Blaenau Gwent]     G10 -.- PSB3[Public Services Board - Newport]     G10 -.- PSB4[Public Services Board - Torfaen]     G10 -.- PSB5[Public Services Board - Monmouthshire]          PSB1 --- SF1[Strategic Functions]     PSB2 --- SF2[Strategic Functions]     PSB3 --- SF3[Strategic Functions]     PSB4 --- SF4[Strategic Functions]     PSB5 --- SF5[Strategic Functions]          SF1 --- OD1[Operational Delivery]     SF2 --- OD2[Operational Delivery]     SF3 --- OD3[Operational Delivery]     SF4 --- OD4[Operational Delivery]     SF5 --- OD5[Operational Delivery]          LA[LA Scrutiny x5]          RPB[Regional Partnership Board]     CSP[Community Safety Partnerships x5]     APB[Area Planning Board]     ORB[Other Regional Boards]   </pre>
3.2	<p>The Act also provides for two or more PSBs to be able to merge if it would assist them in contributing to the achievement of the well-being goals. There have been discussions at the Gwent wide leadership group ‘G10’ and at each PSB about the merger of the Gwent PSBs to form a single regional PSB. The decision to do this must be agreed by each of the individual PSBs as the statutory bodies.</p> <p>Each PSB in the Gwent region has agreed this in principle. The PSBs and G10 have also considered the importance of maintaining strong local partnerships in each area to support delivery of the Well-Being Plan and also other partnership work.</p> <p>Future regional partnership structure:</p>



3.3 The drivers for the change to a regional approach and Plan considered by the G10 leadership were:

- improving the well-being of people across Gwent by strengthening governance, accountability, improving collaborative working and supporting a clearer partnership landscape.
- providing the catalyst for a regional well-being assessment and well-being plan that maintains local accountability.
- opportunities to align partnership legislation and PSB statutory duties for a more strategic overview of areas such the Crime and Disorder Act, Violence Against Women Domestic Abuse and Sexual Violence (VAWDASV) and the Children's Act.
- opportunity to develop regional scrutiny arrangements.
- opportunity of aligning the focus of both the Regional Partnership Board (RPB) and PSB that will reduce duplication of activity, align strategic priorities and much closer collaboration over assessment, planning and delivery functions.
- The approach supports the Welsh Government review on 'strategic partnerships' and specifically recommendation 3 of the recent Audit Wales Review of Public Services Boards<sup>1</sup>.

There is a range of effective partnership work which takes place through the G10 leaders group and subgroup GSWAG (Gwent Strategic Well-being Action Group) which has also attracted funding through Welsh Government and delivery of work such as 'climate ready Gwent' however there is not one strategic direction for this work that a regional assessment and plan would provide.

<sup>1</sup> Recommendation 3 of the WAO Review of Public Services Boards includes '.....that Welsh Gov enables flexible models for merging, reducing and integrating their work with other forums such as Regional Partnership Boards; and – giving PSBs flexibility to receive, manage and spend grant monies .....

3.4	The current <a href="#">Well-Being Plans (2018-2023)</a> form the delivery arrangements for the next two years and these will continue to be delivered by the local partnerships (One Newport; The Blaenau Gwent We Want; The Caerphilly We Want; Our Monmouthshire; Torfaen Public Services Board) supported by the regional PSB, and scrutinised by partnership Scrutiny Committees in each of the local areas.
3.5	A timeline for this activity can be found at Appendix 1 to this report.
<b>4</b>	<b>Progress</b>
4.1	Each of the five PSBs Blaenau Gwent, Caerphilly, Monmouth, Newport, Torfaen have discussed the proposal and agreed to disband the local PSB and form a regional PSB.
4.2	<p>Officer groups across Gwent have been reviewing and developing:</p> <ul style="list-style-type: none"> <li>• Terms of Reference</li> <li>• Progress towards a Gwent well-being assessment and plan, including engagement</li> <li>• Local Delivery Partnership arrangements</li> <li>• Membership of the Gwent PSB</li> <li>• Regional scrutiny arrangements</li> <li>• Performance</li> <li>• Links to other regional boards</li> <li>• Openness, transparency and identity of the Gwent PSB</li> </ul> <p>Local Delivery Partnerships will need to include senior officers, with the ability to take decisions and direct resources, from all the Gwent PSB member bodies, and any local partners who are currently represented on the 5 PSBs but will not be at the Gwent PSB.</p> <p>The Local Delivery Partnership arrangements may differ in membership and scope but as a minimum will need to provide for the delivery of local priorities set out in the Gwent well-being plan and any local contribution to regional priorities.</p>
4.3	<p>The current thinking is that, for the new Gwent Well-being Plan 2023-2028, there are likely to be a set of overarching well-being objectives which will be met by regional and local activity. There are likely to be local actions which will be particular to a locality and determined by more local data and assessment. The Local Delivery Partnerships will be tasked with contributing to the regional actions as well as delivering any specific local activity.</p> <p>In order to meet statutory deadlines for the next iteration of the well-being assessment and well-being plan the engagement work has commenced and there are regional subgroups in place to develop this work and support delivery of the Gwent Well-Being Assessment.</p>
4.4	The Gwent PSB inaugural meeting is proposed for September 2021 and the members will set their terms of reference and membership at that meeting.
4.5	All statutory and invited G10 member organisations (Aneurin Bevan University Health Board, Blaenau Gwent CBC, Caerphilly CBC, Gwent Police,



	Monmouthshire CC, Natural Resources Wales, Newport CC, Office of the PCC, South Wales Fire and Rescue Service, Torfaen CBC) are taking reports as appropriate within their own governance and this report forms part of the decision making for this local authority.
4.6	The development of regional scrutiny arrangements for the Gwent PSB and its assessment and planning will continue over the coming months and will need to be collaborative in the approach to membership and interaction with the local Scrutiny Committees, particularly during the interim period ahead of the new Well-Being Plan.
	<p><b>Recommendation 1:</b> To note the proposal to move to a regional PSB as outlined in the report and the importance of maintaining strong local delivery partnerships.</p> <p><b>Recommendation 2:</b> To note the requirement to establish regional Scrutiny and to receive further details on this as appropriate.</p>
<b>5</b>	<b>Timeline</b>
5.1	The initial meeting of the Gwent PSB is proposed as September 2021. Each organisation is responsible for reports to members and any necessary governance changes.
5.2	The regional well-being assessment will need to be complete and signed off by the statutory members individually, and by the PSB collectively, by the 5 <sup>th</sup> May 2022. The development of the well-being assessment also requires the input of the Future Generations Commissioner and Welsh Government. All groups are working to the assessment timeline attached at Appendix 2.
	<b>Recommendation 3:</b> The local assessment of well-being to be agreed by 5th May 2022 will be added to the forward work programme for sign off.
<b>6</b>	<b>Terms of Reference</b>
6.1	The draft Terms of Reference at Appendix 3 have been developed based on the 5 existing terms of reference, Schedule 3 to the Act, the reported discussions at the meetings to dissolve the existing PSBs and the discussions at G10.
6.2	The terms of reference must be agreed at the first meeting of the Gwent PSB (Schedule 4 Article 4 to the Act). However, further development is needed to support the proposed Local Delivery Partnerships. This is an important concern raised by each local authority area.
6.3	The terms of reference of the PSB can be agreed by the four statutory partners acting together, however given the 'collaboration' element of the sustainable development principle they will be agreed by the full set of members of the new board at its first meeting. It has been agreed in principle that all members of the regional PSB, whether statutory or invited, will have equal voting rights.

6.4	<p>The terms of reference and membership of the Local Delivery Partnerships have not yet been drafted but will also need to be agreed at the first meeting of the Gwent PSB to ensure continuity of delivery of the 5 existing well-being plans which run until 2023. Local Delivery Partnerships will need to include senior officers, with the ability to take decisions and direct resources, from all the Gwent PSB member bodies, and any local partners who are currently represented on the 5 PSBs but will not be at the Gwent PSB e.g., individual Registered Social Landlords, tertiary colleges, community councils, youth forums etc.</p> <p>The Local Delivery Partnership arrangements may differ in membership and scope but as a minimum will need to provide for the delivery of local priorities set out in the Gwent well-being plan and any local contribution to regional priorities.</p>
6.5	<p>The current thinking is that, for the new Gwent Well-being Plan 2023-2028, there are likely to be a set of overarching well-being objectives which will be met by regional and local activity. There are likely also to be local actions which will be particular to a locality and determined by more local data and assessment. The Local Delivery Partnerships will be tasked with contributing to the regional actions as well as delivering any specific local activity.</p>
6.6	<p>Administering PSBs is a responsibility that falls to the local authority members. To ensure that this is shared equally there is in principle agreement that this rotates around the five local authority members but on a two-year rotation to provide some continuity. The draft terms of reference suggest that the Chair holds the role for a period of two years. Where a local authority holds the position of chair the administration role should move with that chair.</p> <p>Although other organisations may Chair a PSB, a local authority must chair the first meeting of the PSB and every mandatory meeting (after a local government election) thereafter.</p>
	<p><b>Recommendation 4:</b> To note the proposed changes to terms of reference, and to make any relevant changes to committee structures and constitution.</p> <p><b>Recommendation 5:</b> To support the development of Local Delivery Partnerships and ensure that these are considered in local Scrutiny work programmes.</p>
<b>7</b>	<b>Regional Scrutiny</b>
7.1	<p>Officers are working with the Scrutiny Managers in each of the five local authorities to work through how the proposed Regional Scrutiny will function in terms of its membership, terms of reference, continued scrutiny of the 5 existing well-being plans until 2023, community safety scrutiny (Police and Justice Act 2006), scrutiny of local delivery under the new Gwent Well-being Plan 2023-2028, host authority etc.</p>
7.2	<p>Ongoing Scrutiny of the current Well-Being Plans continues within the local partnership Scrutiny arrangements.</p>

7.3	The work to develop regional scrutiny is ongoing and will need to be taken through Council decision making processes so that the new regional scrutiny can be formed to begin its role of scrutinising the Gwent PSB.
7.4	The first formal activity the regional scrutiny will be involved in will be as a consultee to the new regional well-being assessment (Section 38 of the Act). Given the timeline at Appendix 1 this is likely to be in February 2022. Thereafter, the proposed Regional Scrutiny will take oversight of the Gwent Well-being Plan from 2023.
7.5	The discussions with Scrutiny Managers are considering: <ul style="list-style-type: none"> <li>• Formation of the regional scrutiny</li> <li>• The continued scrutiny of the current well-being plan</li> <li>• Ongoing scrutiny of local level PSB activity once the new PSB is formed</li> </ul>
7.6	To strengthen the relationship with the Regional Scrutiny Committee the Chair and Vice-chair should be aware of the Boards work and should be sent all agendas, minutes, and papers. It is proposed that the Chair of the Regional Scrutiny would also be invited to all regional PSB meetings.
	<p><b>Recommendation 6:</b> To note the developing arrangements to establish Regional Scrutiny.</p> <p><b>Recommendation 7:</b> To continue to support Scrutiny of the <a href="#">current Well-Being Plans</a> to 2023 through existing local partnership Scrutiny arrangements.</p>
<b>8</b>	<b>Links to other regional boards</b>
8.1	<p>There are a multitude of partnership boards across the Gwent region that have been established in line with policy, programme or legislative drivers.</p> <p>This is outlined in a diagram at Appendix 4 which shows the Gwent PSB &amp; RPB partnership landscape with statutory duties</p> <p>Connectedness and alignment of these boards could be improved and maximised under the Gwent PSB, particularly where boards are delivering activity in-line with the PSB statutory duties, as specified in the PSB statutory guidance.</p> <p>The Gwent PSB, working closely alongside the Gwent RPB, has the opportunity to reduce duplication, maximise resources, identify shared priorities and achieve closer alignment of policy, programme and legislative agendas, which would potentially improve outcomes for citizens across Gwent.</p> <p>Further work is required to map the various boards, key drivers and governance across Gwent.</p>

<b>9</b>	<b>Performance and Reporting</b>
9.1	A robust performance framework is essential in facilitating the PSB to improve the social, economic, environmental and cultural well-being of Gwent. A framework is being developed to provide an integrated mechanism that focusses on the performance of partnership and collaborative activity that delivers the statutory duties, objectives and priorities of the PSB.
9.2	The framework will facilitate the regional PSB to hold the performance of delivery of its priorities and responsibilities to account and be accountable for its own performance. This will be closely linked to the development of other parts of the PSB governance arrangements including scrutiny arrangements, terms of reference, other Regional Boards and Local Delivery Partnerships.
9.3	The performance framework will need to be driven by a range of qualitative and quantitative data, experiences, research and evidence to allow the PSB to evaluate progress and impact. The PSB will need to have the skills and capacity to support the provision of up-to-date information, analysis and insight on well-being of people and places in Gwent.
9.4	Each of the current PSBs has an online presence, with their own <a href="#">websites</a> that host all meeting papers, performance reports, member profiles, the local assessment of well-being, data sets, the well-being plan, action plans, statutory annual reports, public contact points etc. It will be important that this is replicated for a Gwent PSB to ensure openness and transparency.
9.5	In addition, several PSBs have a social media presence through Twitter and Facebook. This includes social media guidance for partners in the use of the PSB identity and logos. The Gwent PSB will need to consider its own openness and transparency and potentially develop a Gwent identity, certainly this will be need for the next round of well-being planning. This will be an early consideration of the new PSB.
<b>10</b>	<b>Conclusion</b>
10.1	<p>Good progress is being made by officers of the PSB member organisations and development of the local assessment of well-being is on track to meet statutory timelines. Subject to reports passing through internal governance structures the Gwent PSB should be able to form from September this year. The provisional first meeting date is set.</p> <p>Each individual Council will need to consider changes to its constitution and committee terms of reference.</p> <p>Arrangements for Regional Scrutiny are being discussed among democratic services leads and the aim is to conclude this to meet the approval requirements of the local assessment of well-being needs. The scrutiny of the existing well-being plans is continuing through local Scrutiny in each individual area until 2023.</p>

11	<p><b>Full set of Recommendations</b></p> <p><b>Recommendation 1:</b> To note the proposal to move to a regional PSB as outlined in the report and the importance of maintaining strong local partnerships.</p> <p><b>Recommendation 2:</b> To note the requirement to establish regional Scrutiny and to receive further details on this as appropriate.</p> <p><b>Recommendation 3:</b> The local assessment of well-being to be agreed by 5th May 2022 will be added to the work programme for sign off.</p> <p><b>Recommendation 4:</b> To note the proposed changes to terms of reference, and to make any relevant changes to committee structures, terms of reference and constitution.</p> <p><b>Recommendation 5:</b> To support the development of Local Delivery Partnerships and ensure that these are considered in local Scrutiny work programmes.</p> <p><b>Recommendation 6:</b> To note the developing arrangements to establish Regional Scrutiny.</p> <p><b>Recommendation 7:</b> To continue to support Scrutiny of the current Well-Being Plans to 2023 through existing local partnership Scrutiny arrangements.</p>

## Appendices

### Appendix 1

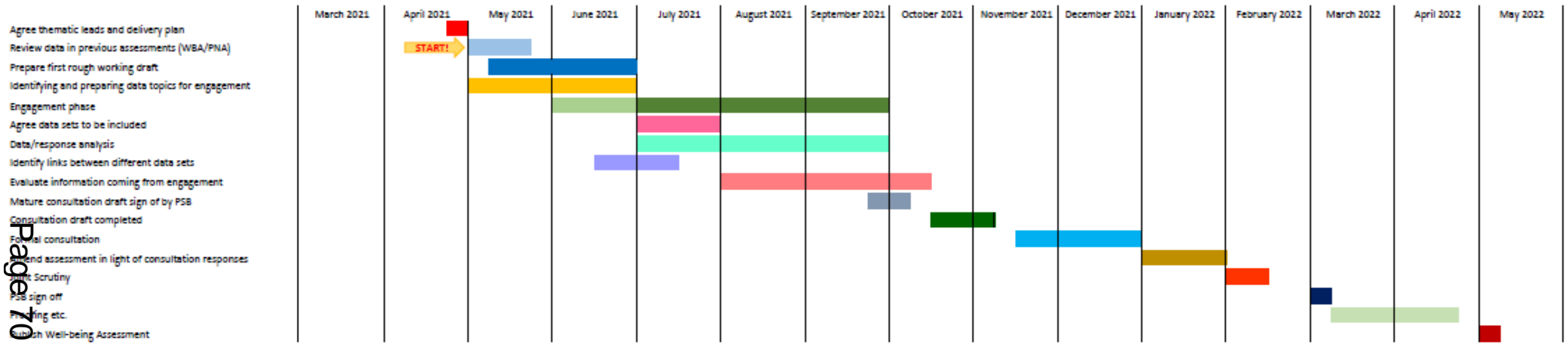
The proposed timeline for a Gwent PSB will mean that a new PSB is in place by September 2021 to develop the next phase of the Well-Being Plan as outlined below (**statutory deadlines**).

Date	Item
Mar 2021	Gwent PSB approach agreed by G10
Mar/ Apr 2021	<p>Paper taken to each PSB which will detail the decision to move to a regional PSB and how this will be done.</p> <p>Plans for local arrangements discussed.</p> <p><b>Agreement from each PSB for this to go ahead.</b></p>
Apr/ Jul 2021	<p>Report to each LA scrutiny committee.</p> <p>Regional scrutiny process agreed.</p> <p><b>Formally agreed by each Local Authority/ organisation as required</b></p>
Apr – Oct 2021	<b>PSB to draft Well-being Assessment</b>
May – Aug 2021	<b>PSB to undertaken a public engagement process for the Well-being Assessment</b>
Jun – Jul 2021	<p>Final PSBs are held in each area.</p> <p>Paper on local arrangements agreed and signed off by each PSB.</p> <p>ToR for the regional PSB is formally signed off by each individual PSB.</p> <p>Date for first regional PSB is set.</p> <p>Lead Local Authority agreed.</p>
Sep 2021	<p>Regional PSB is created</p> <p><b>First meeting must be held within 60 days (30th October).</b></p> <p>The first meeting will need to be chaired by a LA.</p> <p>Local boards established.</p>
Nov 2021	Consultation Draft Assessment agreed by PSB
Dec 2021 – Jan 2022	<b>Consultation Period for the Well-being Assessment for all stakeholders</b>
Feb 2022 – Mar 2022	Redrafting Well-being Assessment in light of consultation

Apr 2022	<b>Final version of Well-being Assessment agreed by Gwent PSB</b>
May 2022	<b>Publish Regional Well-being Assessment</b> Copy of Assessment to Welsh Ministers, Commissioner, Auditor General for Wales, Scrutiny Committee
May 2022 – Oct 2022	<b>PSB to develop response analysis to inform the Local Wellbeing Plan</b> Seek advice from the Future Generations Commissioner PSB to develop Local Well-being Plan
Nov 2022 – Jan 2023	<b>Statutory Consultation of the Well-being Plan</b>
Feb 2023 – Mar 2023	Redrafting Well-being Plan
Apr 2023	<b>Final version of Well-being Assessment agreed by Gwent PSB</b>
May 2022	<b>Publish Regional Well-being Plan</b> - copy of Plan to Welsh Ministers, Commissioner, Auditor General for Wales, Scrutiny Committee

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## Appendix 2 – Regional PSB Assessment Planning



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Appendix 3- Draft Terms of Reference of the regional PSB (June 2021)

Appendix 4 - Gwent PSB & RPB partnership landscape with statutory duties

## Background papers

### Wellbeing Assessments for Gwent

- [Newport](#)
- [Caerphilly](#)
- [Blaenau Gwent](#)
- [Torfaen](#)
- [Monmouthshire](#)

### Wellbeing Plans for Gwent

- [Newport's Well-being Plan 2018-23](#)
- [The Caerphilly We Want 2018 – 2023](#)
- [The Blaenau Gwent We Want 2018-2023](#)
- [Well-being Plan for Torfaen 2018 - 2023](#)
- [Monmouthshire Public Service Board Well-being Plan 2018-23](#)

### PSB websites

- [The Blaenau Gwent We Want](#)
- [The Caerphilly We Want](#)
- [Our Monmouthshire](#)
- [One Newport](#)
- [Torfaen Public Services Board](#)

*Report draft date 23rd June 2021*

## **Gwent Area Public Services Board Terms of Reference**

Prepared with reference to the Welsh Government Statutory guidance: SPSF 3 Collective Role (Public Services Boards) “Shared Purpose Shared Future” and Schedule 3 of the Well-being of Future Generations (Wales) Act 2015.

### **Status**

1. The Gwent Area Public Services Board (hereafter the Gwent Public Services Board, or, the Board) is a statutory board established by the Well-being of Future Generations (Wales) Act 2015.
2. The former five local Public Services Boards, covering the geographical local authority areas of Blaenau Gwent CBC, Caerphilly CBC, Newport CC, Monmouthshire CC and Torfaen CBC, have agreed to merge under Section 47(1) of the Act to assist them in delivering the well-being goals for Wales.

### **Purpose**

3. The purpose of the Board is to improve the economic, social, environmental, and cultural well-being of the combined area, referred to as ‘Gwent’.
4. In pursuing this purpose, the Board will contribute to the national well-being goals and its Vision Statement.
  - 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

### **VISION STATEMENT**

The shared long-term vision of all partners for the Gwent area is for sustainable communities, supported by actions that enhance the quality of life for all. This means we need to make sure that when making decisions, we take into account the impact they could have on people living their lives in Wales in the future.

### **Main Tasks**

5. The Board has four main tasks:

- To prepare and publish an assessment of the economic, social, environmental and cultural well-being of the Gwent area.
- To prepare and publish a Local Well-being Plan for the Gwent area setting out well-being objectives and the steps it proposes to take to meet them.
- To take all reasonable steps to meet the objectives they have set.
- To prepare and publish an annual report that sets out the Board's progress in meeting the well-being objectives.

## Principles and Values

6. Sustainable development is the overriding principle of the Board's activities. This means acting in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.
7. The Board will operate with mutual respect and challenge, in the spirit of collaborating to improve the well-being of the area. Members will seek to be at the forefront of planning, will be inquisitive of new approaches, and will act to bring their combined resources to bear to make any changes in partnership delivery that are needed to secure the well-being of future generations.
8. This means working in ways that take into account:
  - **Long term:** The importance of balancing short-term needs with the need to safeguard the ability to also meet long-term needs.
  - **Prevention:** Understanding the root causes of issues that affect well-being and acting to prevent problems occurring or getting worse.
  - **Integration:** Considering how the Board's well-being objectives may impact upon each of the well-being goals, on their other objectives, 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:** The importance of 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.
9. In addition, the Board, will strive to work in accordance with:
  - The United Nations Convention on the Rights of the Child
  - The National Principles for Public Engagement in Wales
  - The National Standards for Children and Young People's Participation
  - Welsh Language (Wales) Measure 2010
  - Equality Act 2010
  - Public Sector Equality Duty

## Membership

### *Statutory Members*

10. The statutory members of the Board are:

- **Blaenau Gwent County Borough Council** (Leader and Chief Executive)
  - **Caerphilly County Borough Council** (Leader and Chief Executive)
  - **Newport City Council** (Leader and Chief Executive)
  - **Monmouthshire County Council** (Leader and Chief Executive)
  - **Torfaen County Borough Council** (Leader and Chief Executive)
  - **Aneurin Bevan University Health Board** (Either the Chairman, Chief Executive or both)
  - **South Wales Fire and Rescue Service** (Either the Chairman, Chief Officer or both)
  - **Natural Resources Wales** (Chief Executive)
11. Individuals may be designated to represent any of the named persons above. Council Leaders may only designate another member of the Council's Cabinet to represent them.
12. Any designated representatives should have the authority to make decisions on behalf of their organisation.

#### *Invited Participants*

13. The following statutory invitees are invited to participate in the board's activity:
- The Chief Constable of Gwent Police
  - The Gwent Police and Crime Commissioner
  - National Probation Service for Wales
  - Gwent Association of Voluntary Organisations
  - Torfaen Voluntary Association
  - The Welsh Ministers
14. The following non-statutory invitees, exercising functions of a public nature, are invited to participate in the board's activity:
- Public Health Wales NHS Trust
15. Invited participants are not required to accept their invitation.
16. Invited participants are not members of the Board. They are entitled to make representations to the board about the assessments of local well-being and local well-being plan, take part in Board meetings and provide other advice and assistance.
17. Invited participants will be asked to join the Board via a letter from the Chair setting out the reasons for the invitation and the expectations upon the invitee.
18. Having joined the Board, invited participants will participate in meetings in the same way as statutory members.

*Observer*

19. The Board will invite the Chair (as an alternate Vice-Chair) of the Regional Scrutiny Committee to attend Board meetings as an observer.

*Other partners*

20. The Board will work with key partners either directly, or through Local Delivery Partnerships, who exercise functions of a public nature and who; have a material interest in the well-being of the area; deliver important public services; and are involved in the in the preparation, implementation and delivery of the work of the board.
21. These partners will include, but are not limited to:
  - Community Health Councils
  - Community Councils
  - Registered Social Landlords
  - Tertiary Colleges
  - National Park Authorities
  - Higher Education Funding Council for Wales
  - Further or Higher Education institutions
  - Arts Council of Wales
  - Sports Council for Wales
  - National Library of Wales
  - National Museum of Wales

**Quorum**

22. The quorum of a public services board meeting is all its statutory members.

**Decision Making**

23. Members will appoint a Chair and Vice Chair from the statutory members or the invited participants, to hold office for two years.
24. Board decisions, for example the agreement of the assessment of local well-being and the local well-being plan, are only valid when made jointly and unanimously by all statutory members and with all statutory members in attendance.
25. Other Board decisions will be agreed by consensus but may be taken by vote carried by a simple majority.

26. In the event of a disagreement between members it is the responsibility of the Chair to mediate an agreement and to ensure that this is presented to the next available meeting of the Board or to a special meeting if required.

### **Mandatory Meetings**

27. The Board will hold a “mandatory meeting” chaired by one of the constituent local authorities, no later than 60 days after each subsequent ordinary election of councillors.
28. At this meeting the Board will:
  - a) Nominate a Chair and Vice-chair
  - b) Determine when and how often it meets
  - c) Review and agree its terms of reference

### **Ordinary Meetings**

29. Ordinary meetings of the Board will take place, as a minimum, every three calendar months at a time and venue to be agreed by the members. Members may attend virtually.
30. Each meeting may consider, but not be limited to, the following agenda items:
  - Welcome and apologies
  - Declarations of interest
  - Minutes of the last meeting
  - Progress on well-being objectives
  - Forward work plan
  - Public questions and communication

Minutes of meetings, and relevant reports, will be on the Gwent Public Services Board’s website.

### **Sub-groups**

31. The Board is able to establish sub-groups to support it in undertaking its functions and the board can authorise sub-groups to exercise a limited number of functions.
32. Each sub-group of a public services board must include at least one statutory member of the board, who can choose an appropriate representative to attend to contribute to the work of the sub-group. The sub-group can include any invited participant or other partner.
33. Sub-groups’ functions will be guided by these PSB terms of reference.
34. Sub-groups cannot be authorised to:

- (a) invite persons to participate in the board's activity
  - (b) set, review or revise the board's local objectives
  - (c) prepare or publish an assessment of well-being
  - (d) consult on an assessment of well-being or to prepare a draft of an assessment for the purposes of consulting
  - (e) prepare or publish a local well-being plan
  - (f) consult on a local well-being plan or to prepare a draft of a local well-being plan for the purposes of consulting
  - (g) review or amend a local well-being plan or to publish an amended local wellbeing plan
  - (h) consult on an amendment to a local well-being plan
  - (i) agree that the board merges or collaborates with another public services board
35. The matters above require all statutory members to act jointly and so must be taken by the Board itself.
36. Whilst sub-groups cannot themselves be authorised to finalise and approve the assessment of local well-being, or the local well-being plan, it is expected that they will play an important role in researching and developing those products in draft.
37. The aims of each sub-group will be determined by the Board when the sub-group is established.
38. Each sub-group will prepare terms of reference and the Chair of the sub-group will submit them to the Board for approval.
39. The following sub-group is currently established:

**Gwent Strategic Well-being Action Group.** The aim of this sub-group is:

- To act as the officer support group to the Board
- To prepare the local assessment of well-being and Gwent Well-being Plan
- To ensure that regional activity that contributes to the Board's well-being objectives is delivered in collaboration
- To liaise with Welsh Government and the Office of the Future Generations Commissioner on behalf of the Board
- Facilitate the relationship, continuity and reporting between regional activity and the work of the Local Delivery Partnerships
- Provide evidence to the Regional Scrutiny Committee
- To ensure that the work of the partnership is open and transparent and that it's activity and performance is available on the Gwent Public Services Board's website
- To prepare an annual report on behalf of the Gwent Public Services Board



41. The following sub-groups will be established to operate in each geographical local authority area:

**Local Delivery Partnerships.** The aim of each of the five sub-groups is:

- To ensure the delivery of local actions that contribute to the Board's well-being objectives
  - To contribute to any regional activity that contributes to the Board's well-being objectives
  - To involve local communities, local community areas and any person or group with an interest in the well-being of the area covered by the partnership
  - To take forward any actions of a local nature set out in the Gwent Well-being Plan
  - To report as requested through local democratic scrutiny arrangements
  - To report as requested to the Regional Scrutiny Committee
  - To report on activity to the Gwent Public Services Board as required
  - To ensure that the work of the partnership is open and transparent and that its activity and performance is available on the Gwent Public Services Board's website
  - Continue to deliver 2018-23 Local Well-being Plans
42. Local Delivery Partnerships will comprise senior officer representatives of the statutory and invited partners of the Board who will have the ability to take decisions and direct resources within the area they operate.
43. The Gwent Public Services Board will ensure the continued effectiveness and operation of Local Delivery Partnerships and will hold themselves to mutual regional account should the performance of a Local Delivery Partnership fall below expectations.

## Support

44. Administrative support for the Board will be provided by one of the five local authorities on a two-year cycle, timed with the two-year cycle of the Chair and Vice-Chair. Where the Chair is the Leader of one of the local authorities the administrative support will be provided by that local authority. This includes:
- Ensuring the Board is established and meets regularly
  - Preparing the agenda and commissioning papers for meetings
  - Inviting participants and managing attendance
  - Ensuring the Gwent Public Services Board website is current, open and transparent
  - Work on the annual report
  - Preparation of evidence for Regional Scrutiny

45. Ensuring that the functions of the Board are properly resourced is the responsibility of all members equally. Members may provide advice, assistance, and other 'in kind' resources to the board for instance in the form of analytical or professional expertise.
46. Invited participants and other partners may also provide advice, assistance, and other 'in kind' resources to the Board for instance in the form of analytical or professional expertise.

### **Wider Engagement**

47. The Board's citizen focus means it will engage in a purposeful relationship with the people and communities in the area, including children and young people, Welsh-speakers and those with protected characteristics (Equality Act 2010), in all aspects of its work. The Board will also take account of people with an interest in achieving the well-being goals and will ensure those persons reflect the diversity of the population of the Gwent area. It will abide by the National Principles for Public Engagement in Wales and the National Standards for Children and Young People's Participation.
  - The Board encourages dialogue with persons and bodies who have an interest in the well-being of the area and will consider any questions raised through the administrative support to the Board. Contact is facilitated by the Public Services Board website and meeting papers will be published on the website one week in advance.
  - Interested parties can be invited to make presentations to the Board on any items that are being considered. The Board will take care, however, to ensure the propriety and impartiality of processes and be alive to the risks of any perception arising that a particular group is being afforded excessive access to, or influence over the Board's deliberations.
  - The Board will take additional steps outside of meetings to ensure that the public voice is heard and helps to shape both the well-being assessment and well-being plan. This is expected to include consultation exercises and opportunities for people to raise and debate ideas through online and offline engagement arrangements.
  - The Board will seek advice and guidance from the Future Generations Commissioner as and when appropriate.
  - The Board is subject to scrutiny through the Regional Scrutiny Committee and this process provides a further route for public engagement. The Board will ensure the scrutiny committee has adequate engagement with a wide range of relevant stakeholders who can help hold PSBs to account.

### **Performance and Reporting**

48. The Board will adopt a robust performance management framework and will ensure that it is measuring outcomes and progress towards its well-being objectives. The performance will be examined at each meeting and progress will be publicly available on the Gwent PSB website.

49. The Board will prepare and publish a report no later than 14 months after the publication of its first local well-being plan. This will enable the board to report on the full year's activity.
50. Subsequently, an annual report will be published no later than one year after the publication of each previous report.
51. In the year following an ordinary local government election, when a new local well-being plan is being prepared and published, there is no requirement to also produce an annual report.
52. The Annual Report will set out the steps taken since the publication of the Board's most recent local well-being plan to meet the objectives set out in the plan. It can also include any other information the Board thinks would be appropriate.
53. A copy of the Annual Report will be sent to the Welsh Ministers, the Future Generations Commissioner, the Auditor General for Wales and to the Regional Scrutiny Committee

### **Regional Scrutiny**

54. The role of scrutiny is to provide challenge and support to secure continuous improvement for the Board.
55. In order to assure democratic accountability, there is a requirement for a designated local government scrutiny committee to scrutinise the work of the Public Services Board. The scrutiny will be provided by a Regional Scrutiny Committee to be supported by the same local authority currently providing.
56. Welsh Ministers have a power to refer a plan to the scrutiny committee if it is not considered sufficient; for example, due to an adverse report by the Future Generations Commissioner for Wales or a concern statutory duties are not being met.
57. The Regional Scrutiny Committee can require any member of the board to give evidence, but only in respect of the exercise of joint functions conferred on them as a member of the Board.
58. The Regional Scrutiny Committee must send a copy of any report or recommendation it makes to the Welsh Ministers, the Commissioner and the Auditor General for Wales.

### **Review and Amendment**

59. While the Board must review these terms of reference at the mandatory meeting, the Board may review, and agree to amend it at any time providing all statutory members agree.

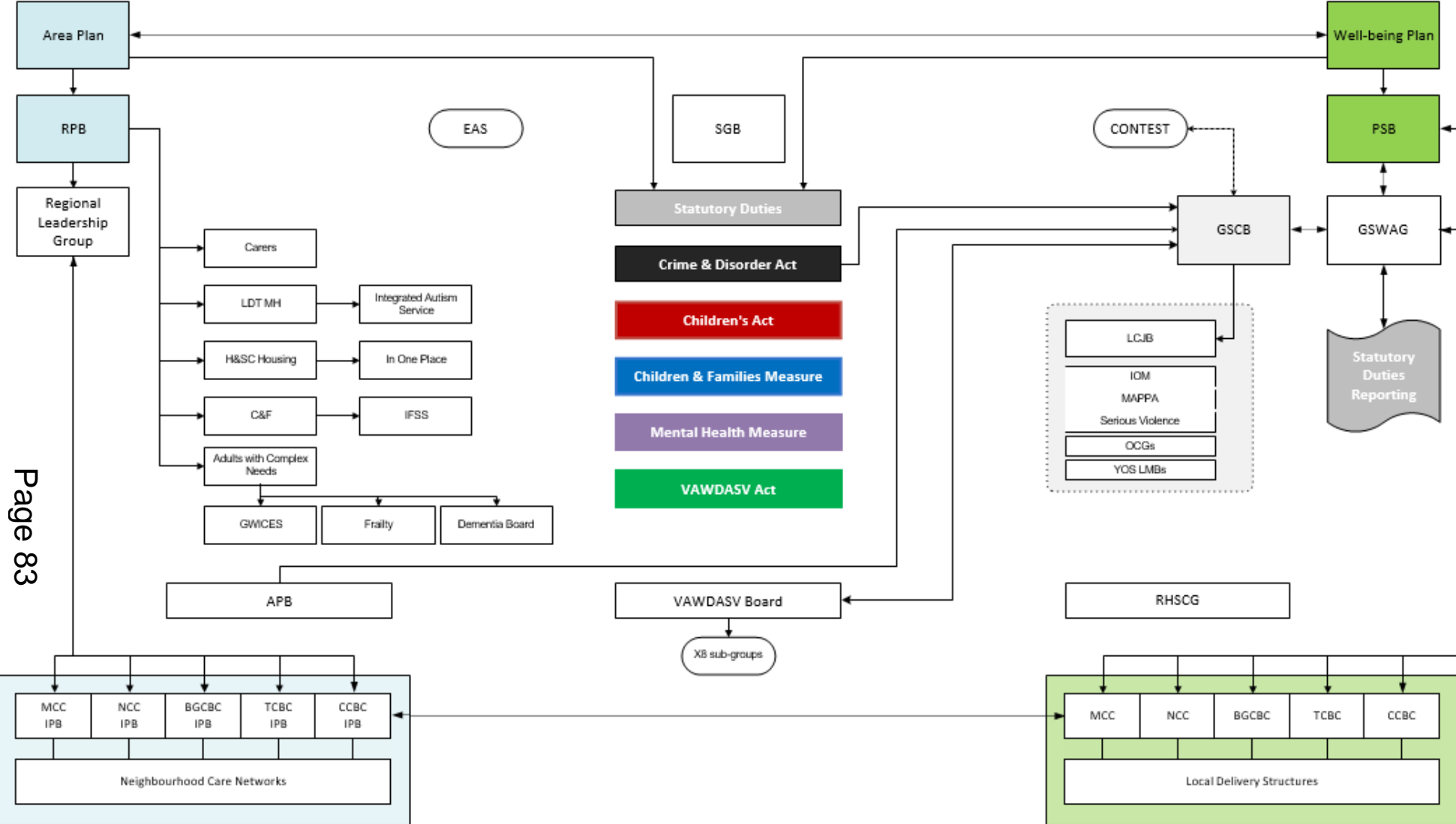
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## Background papers

### Wellbeing Assessments for Gwent

- [Newport](#)
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- [Torfaen](#)
- [Monmouthshire](#)

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- [Well-being Plan for Torfaen 2018 - 2023](#)
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*Report draft date 23rd June 2021*

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