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Date: 21st July 2021

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Dear Sir/Madam,

A digital meeting of **Council** will be held via Microsoft Teams on **Tuesday, 27th July, 2021 at 5.00 pm** to consider the matters contained in the following agenda.

Yours faithfully,

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

Christina Harrhy
CHIEF EXECUTIVE

AGENDA

Pages

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

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

A greener place Man gwyrddach



To receive and consider the following reports: -

3 Formation of a Gwent Public Services Board.

1 - 34

Circulation:

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SPECIAL COUNCIL - 27TH 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 and reports on the views of Partnerships Scrutiny Committee. This report also gives further information on the proposals for Local Delivery Groups 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 Groups 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 Groups 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 PSB's 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 Council note this report and provide any views on its content as part of engagement with elected members.

3.2 That Council 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 forward 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 Groups 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 this covering report, are being presented to full Council and Council are invited to provide any views on the recommendations above. Noting that the decision to form a Gwent PSB has been taken by the constituent partners across the region, in collaboration.

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 Council 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 Group/Partnership**

As set out in the Gwent report a Local Delivery Group will be set up to continue the delivery of the existing Caerphilly well-being plan, until 2023. Thereafter, the Local Delivery Group 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 Group 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 Group. All LDGs 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 Group.

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 Gwent 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 covering 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.

The report was presented to Partnerships Scrutiny Committee on the 15th July and the notes below reflect the views of scrutiny members. Members of the scrutiny committee expressed their concerns that the Caerphilly Public Services Board (PSB) has not carried out any public consultation on the formation of a Gwent Public Services Board before making their decision. This decision to form a Gwent PSB will mean that decision making will be further removed from local authority areas. Reference was made to the consultation that was carried out on the Caerphilly Wellbeing Plan, which gave the public ample opportunity to feed into the plan. However, in this case the Caerphilly PSB has taken a decision without taking public views into account.

It was explained that Caerphilly County Borough Council is one member of the Caerphilly PSB, and there are three other statutory partners, which are Aneurin Bevan University Health Board, Natural Resources Wales and South Wales Fire and Rescue Service. There are also invited representatives, with equal status and voting rights, from the Gwent Police, Police and Crime Commissioner, Public Health, Welsh Government, GAVO, Town and Community Councils and the Probation Service. The Council has no more ability to influence decisions of the Caerphilly PSB than any

other member. Members informed that the five Gwent PSB's have all taken the decision to merge.

Members were informed that consultation with the public on the new well-being plan would happen over the summer months.

The scrutiny committee were advised that Caerphilly PSB had taken on board an Audit Wales report that stated that PSB's across Wales would do better to align with other boards on a regional basis and a strong suggestion of Welsh Government to support regional PSB's, and the wish of the G10 group to take a strategic lead on partnership activity at the regional level. The aim is for the Gwent PSB to be more strategic and align with other regional arrangements.

In view of the concerns of the lack of consultation before making the decision to form a Gwent PSB the Partnerships Scrutiny Committee urged the Caerphilly PSB to undertake public consultation to explain the reasons for the formation of a Gwent PSB in the forthcoming period.

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 Groups who will ensure that local actions and activity, particularly in community areas, will continue.

Link to full Integrated Impact Assessment:

https://www.caerphilly.gov.uk/CaerphillyDocs/IIA/IIA_GwentPSB_May2021

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

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

SUBJECT: Progress report - Regional Gwent Public Services Board

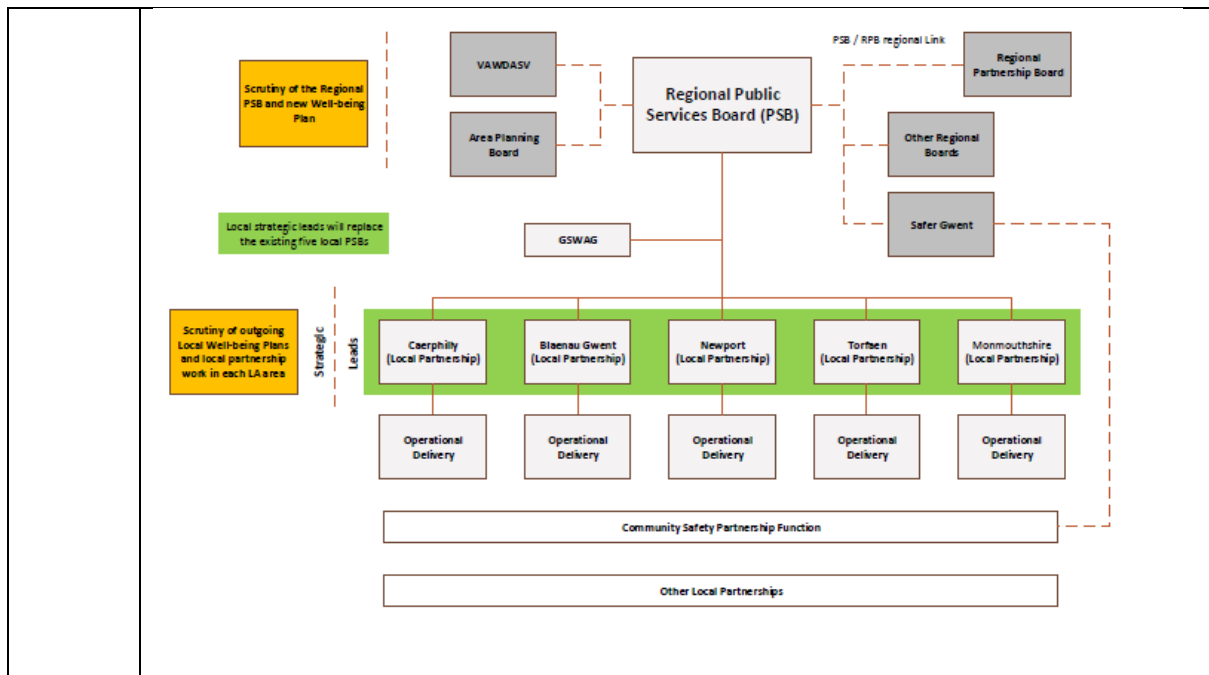
Report written and submitted by: Gwent Strategic Well-being Action Group- Governance Group for G10

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

Kathryn Peters - Corporate Policy Manager Caerphilly

1	Areas Affected
1.1	Gwent
2	Purpose of Report
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>The report is being received by partnership Scrutiny Committees across Gwent for awareness and Cabinet/ Council for note and decision making as appropriate.</p>
3	Background
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"> • 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. • 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. <p>The first local well-being assessments were published in May 2017. The first local well-being plans 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 Boards¹.

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.

¹ 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 Well-Being Plans (2018-2023) 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.
4	Progress
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"> • Terms of Reference • Progress towards a Gwent well-being assessment and plan, including engagement • Local Delivery Partnership arrangements • Membership of the Gwent PSB • Regional scrutiny arrangements • Performance • Links to other regional boards • Openness, transparency and identity of the Gwent PSB <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>Recommendation 1: 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>Recommendation 2: To note the requirement to establish regional Scrutiny and to receive further details on this as appropriate.</p>
5	Timeline
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 th 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.
	Recommendation 3: The local assessment of well-being to be agreed by 5th May 2022 will be added to the forward work programme for sign off.
6	Terms of Reference
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>Recommendation 4: To note the proposed changes to terms of reference, and to make any relevant changes to committee structures and constitution.</p> <p>Recommendation 5: To support the development of Local Delivery Partnerships and ensure that these are considered in local Scrutiny work programmes.</p>
7	Regional Scrutiny
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"> • Formation of the regional scrutiny • The continued scrutiny of the current well-being plan • Ongoing scrutiny of local level PSB activity once the new PSB is formed
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>Recommendation 6: To note the developing arrangements to establish Regional Scrutiny.</p> <p>Recommendation 7: To continue to support Scrutiny of the current Well-Being Plans to 2023 through existing local partnership Scrutiny arrangements.</p>
8	Links to other regional boards
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 & 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>

9	Performance and Reporting
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 websites 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.
10	Conclusion
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>Full set of Recommendations</p> <p>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.</p> <p>Recommendation 2: To note the requirement to establish regional Scrutiny and to receive further details on this as appropriate.</p> <p>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.</p> <p>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.</p> <p>Recommendation 5: To support the development of Local Delivery Partnerships and ensure that these are considered in local Scrutiny work programmes.</p> <p>Recommendation 6: To note the developing arrangements to establish Regional Scrutiny.</p> <p>Recommendation 7: To continue to support Scrutiny of the current Well-Being Plans to 2023 through existing local partnership Scrutiny arrangements.</p>

Appendices

Appendix 1

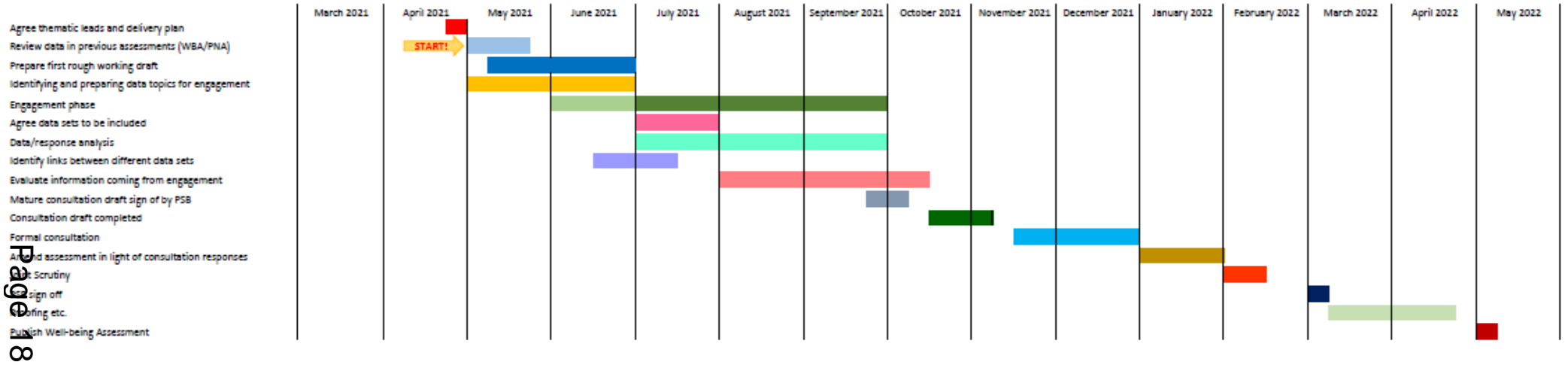
The proposed timeline for a Gwent PSB will mean that a new PSB is in place by September 2021 to develop the next phase of the Well-Being Plan as outlined below (**statutory deadlines**).

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>Agreement from each PSB for this to go ahead.</p>
Apr/ Jul 2021	<p>Report to each LA scrutiny committee.</p> <p>Regional scrutiny process agreed.</p> <p>Formally agreed by each Local Authority/ organisation as required</p>
Apr – Oct 2021	PSB to draft Well-being Assessment
May – Aug 2021	PSB to undertaken a public engagement process for the Well-being Assessment
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>First meeting must be held within 60 days (30th October).</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	Consultation Period for the Well-being Assessment for all stakeholders
Feb 2022 – Mar 2022	Redrafting Well-being Assessment in light of consultation

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

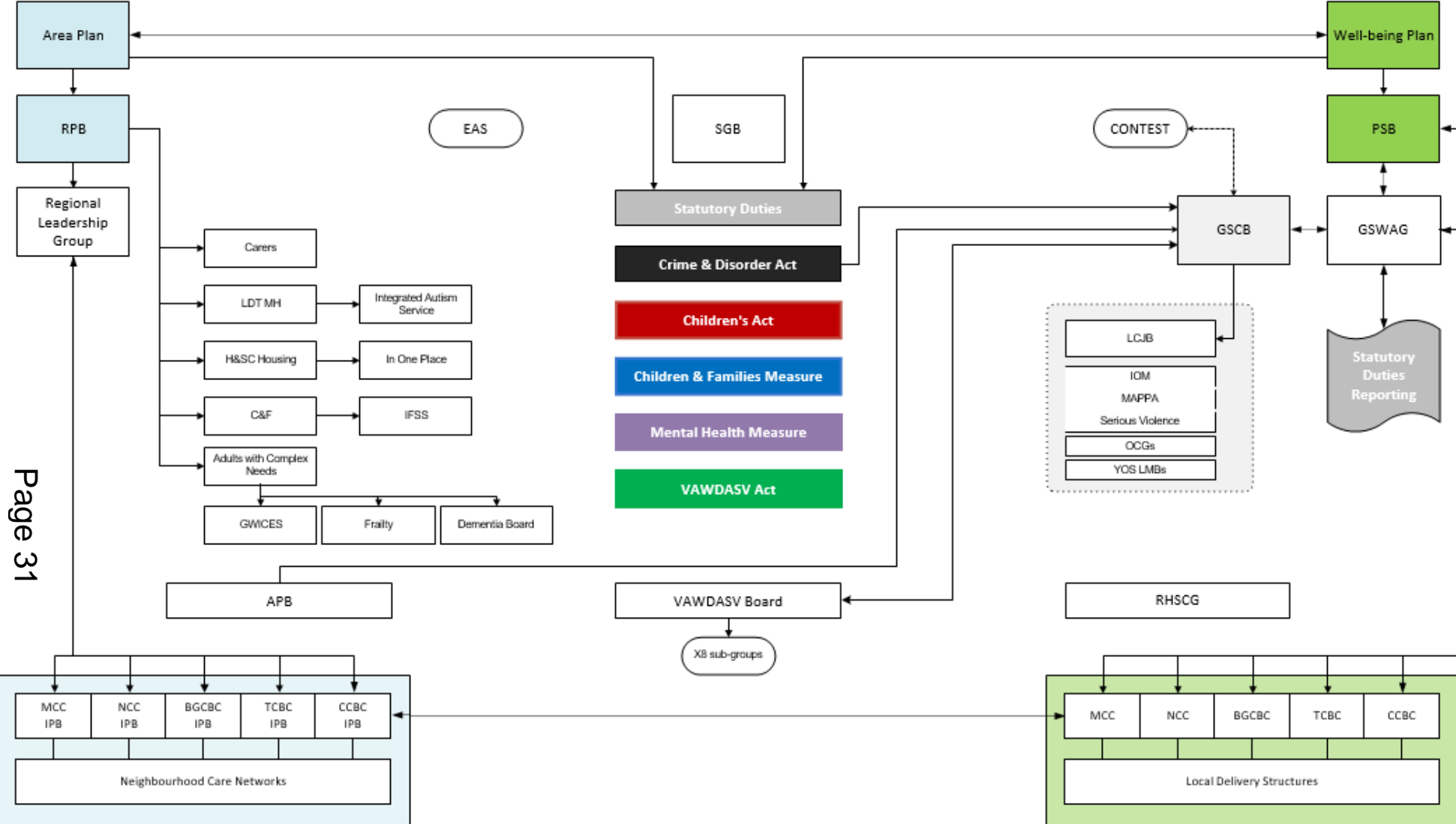
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Background papers

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Report draft date 23rd June 2021

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