REGENERATION AND ENVIRONMENT SCRUTINY COMMITTEE – 20TH SEPTEMBER 2016

SUBJECT: COMMUNITIES FIRST: CURRENT STATUS AND CONSIDERATIONS FOR PROPOSALS POST 31ST MARCH 2017

REPORT BY: CORPORATE DIRECTOR COMMUNITIES

1. PURPOSE OF REPORT

1.1 To review the Communities First (CF) programme to date and highlight key changes which have arisen in the past delivery year (2016-17).

1.2 To highlight challenges and uncertainties in developing proposals beyond 31st March 2017 within the current national political context.

2. SUMMARY

2.1 The new phase of CF commenced on 1st April 2013. Caerphilly County Borough Council (CCBC) is the Lead Delivery Body (LDB) for the programme and as such the accountable body for all funding relating to the programme. The funding arrangements associated with the new programme are both payment in arrears and payment by results.

2.2 Since 2013 there have been a number of changes to the programme, these requiring budget re-allocations and staff re-structures. In April 2015 the programme was subject to 5% cuts in its overall budget allocation. This was a relatively easy process with limited impact on staff and delivery. The salary costs, historically calculated at top of scale, were adjusted to reflect the actual salary costs. This amendment resulted in the required savings for Welsh Government for the financial year 2015-16.

2.3 Initial indications from Welsh Government for 2016-17 were that the budget could be reduced between 10% and 30%. They also proposed a more streamlined application process and a more prioritised approach, focused on employability. Whilst final confirmed budget cuts were at the lower end of the potential scale for the current year, it may be reasonably anticipated that further cuts will be required post March 2017. The ongoing potential for further changes to the programme each year presents considerable challenges to staff in terms of planning for future delivery.

2.4 This report provides an update on the renewed CF programme; it's overall aim, associated delivery outcomes, performance indicators and monitoring framework set by the Welsh Government.

2.5 Additionally the report sets out an overview of the processes for developing the CF proposals post 31st March 2017 and the considerations which will need to be taken into account when developing these proposals, whilst also highlighting the many uncertainties which currently exist.

3.   LINKS TO STRATEGY

3.1   Welsh Government

- Building Resilient Communities – Taking Forward the Tackling Poverty Action Plan (2012-16).

3.2   Caerphilly CBC

- Communities First Projects contribute towards the CCBC Corporate Priorities (2013-17), namely:

    CP2 - Children and Adults are safeguarded from abuse.
    CP3 - Improve Standards across all year groups, particularly Key Stage 2 & 3.
    CP4 - Identify vulnerable groups of learners and develop interventions.
    CP5 - Reduce the gap in attainment between pupils in advantage and dis-advantaged communities.
    CP6 - Promote the benefits of an active and healthy lifestyle.
    CP7 - Invest in our council homes and their communities.

- In addition to Improvement Objectives (2015-16)

    IO1 - To help people make the best use of their household income and manage their debts.
    IO2 - Raise the standards of education attainment identified in vulnerable groups.
    IO3 - Close the gap in life expectancy for residents between the most and least deprived areas in the borough.

3.3   In particular the programme contributes to the following Well Being goals within the Well-being of Future Generations Act (Wales) 2015:

- A sustainable Wales
- A prosperous Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities

4   THE REPORT

4.1   From 1st April 2012 CF has been renewed as a Community Focused Tackling Poverty Programme. However, due to Welsh Government delays the programme did not commence delivery until April 2013.

4.2   The programme continues to have a geographical focus, concentrating on the most deprived communities in Wales, but there is now increased focus on ensuring the most vulnerable individuals, families and groups in those communities are supported. There is a clear expectation by Welsh Government that the programme's resources will be devoted primarily to those most in need. In some cases this will include people living outside CF boundaries who can properly benefit from specific projects or activities supported by the programme.

The programme is based on 52 Clusters (groups of Lower Super Output Areas) across Wales, identified through the Welsh Index of Multiple Deprivation. Within Caerphilly there are four Clusters (Map of Cluster Areas is shown in Appendix 1):

- Caerphilly Basin
- Mid Valleys East

- Mid Valleys West
- Upper Rhymney Valley

4.3 Whilst there is some flexibility locally to determine delivery, on the whole the Welsh Government is relatively prescriptive in how and what is delivered, with a number of strategic priorities and projects allocated nationally. Each Cluster must establish and deliver a local Delivery Plan, identified by key priorities in terms of tackling poverty; this delivery is supported by a Delivery Team led by a Cluster Manager. As stipulated by Welsh Government, the role of the Cluster Delivery Team is to:

- Manage the overall programme within the Cluster area and ensure effective implementation of the Delivery Plan.
- Implement and develop the Community Involvement Plan, that demonstrates how the communities will be engaged in the participation and planning of the programme.
- Build links with partners in all sectors and with community organisations and local people, supporting them and adding value to their work.

4.4.1 The overall aim of the programme is to tackle and reduce poverty in the most deprived communities; and Welsh Government considers it essential that each cluster and the programme as a whole is able to demonstrate what is being achieved through the use of CF funding. As such an Outcomes Framework focused on three themes has been developed, creating Prosperous Communities, Learning Communities and Healthier Communities. The Framework is included as Appendix 2.

4.4.2 Within this Framework, the programme supports a wide variety of activity. The Outcomes Framework is based on Results Based Accountability (RBA). RBA uses two sets of indicators, that is, ways of measuring progress towards strategic goals. With the process focussing on three monitoring categories, namely; How much did we do / How well we did it / Is anyone better off?

- **"Population Indictors"** relate to national statistics on health, education and employment and are linked to the Welsh Index of Multiple Deprivation. However, many factors influence these so CF alone cannot take sole responsibility for how they change.

- **"Performance Indictors"** are about the local activity directly supported by CF. These measure and evaluate the activity and outcomes of each cluster. The PI's have been set by the Welsh Government and are used by all CF Clusters in Wales. It is through the measurement and monitoring of these indicators that Welsh Government can demonstrate how CF is contributing to tackling poverty. The PI's highlighted in yellow in Appendix 2 are mandatory.

4.4.3 As Population Indicators measure the overall programme it is not possible to demonstrate impact in relation to deprivation in a year. However, the Welsh Government has imposed over 100 Performance Indicators with comprehensive, detailed Performance Scorecards (Ffynnon) to measure the programme's project delivery locally. With a total of 101 projects in 2015-16, each being measured by over 700 PI's the approximate size of each PI dashboard is 130 pages. Therefore due to their size the Outcome Dashboards are available on request.

| Theme | Number of Projects per Cluster Group (2015-16) | | | |
	Caerphilly Basin	Mid Valleys East	Mid Valleys West	Upper Rhymney Valley
Prosperous	8	7	8	11
Healthier	9	9	7	8
Learning	8	8	10	8

4.4.4 Staff funded by the programme are expected to deliver against the key indicators and identified as officers within the Results Based Accountability (RBA) template, enabling us to clearly demonstrate their role within the programme. As such, all staff posts must be aligned to the key themes above and demonstrated in the staff structure. The percentage of the grant to CCBC consumed by salary costs is not divergent from the national trend (it is actually in line with the average for the programme).

4.5 Programme performance is closely monitored by Welsh Government via written reports, Quarterly Performance Scorecard Dashboard Reports (Ffynnon) and Cluster monitoring visits. There are a number of robust monitoring methods in place within each Cluster, evaluation of each project being embedded throughout.

4.6 Various factors and considerations informed the development of the delivery plans for the current (2016-17) delivery year; and a full list of the projects for 2016-17 has been included in Appendix 3. Despite indications that the budget for 2016-17 could be reduced by up to 30% the overall CF budget for the main programme remained at **£2,902,016.** However Welsh Government decided not to continue the CF Pupil Deprivation Grant (PDG) match fund with an expectation that activity with schools '*be included as an intrinsic part of the core grant*'. Within Caerphilly this amounted to a reduction of **£318,887 (**inclusive of the schools contribution) available to support pupils in receipt of free school meals.

4.7 In light of this, to ensure Key Performance Indicator's (KPIs) were met the majority of projects remained within the delivery plan for 2016-17. From analysis of performance during 2015-16 and in order to respond to community need and feedback from participants, provision increased in a number of projects and projects that were consistently underperforming were removed from the plans. For example, the Family Banking project was discontinued due to a lack of parental involvement; and the budget for this project was diverted into the Family/Parent Learning Project. To reflect these changes and with full agreement by Welsh Government, eight CCBC CF posts were removed from the structure, with resulting savings to CF of **£261,935**. Welsh Government requested that the 2016-17 plans had a more prioritised approach, focused on employability, with levels of deprivation and population having a greater influence on how the budgets were allocated. CF employment support provision was realigned to complement the new European Social Fund (ESF) funded Communities for Work programme; and the Job Descriptions and job titles of the four remaining CF employment posts were amended to reflect these changes. The staff retained in the structure are essential to ensure delivery against the key performance indicators. The staff removed from the structure as part of this process have been redeployed into the Communities for Work programme, which is also managed by the Regeneration manager.

4.8 **£241,328** of staffing costs were subsequently re-allocated to continue the pupil and family support provision that was previously funded by the CF PDG grant, with a particular focus and increased provision given to the Caerphilly Basin for St James Primary and St Martin's Comprehensive, in line with the recommendations of the Lansbury Park Project Board and in full consultation with Education.

4.9 Changes were also made in relation to staff employed by partners, resulting in staff savings of **£96,476** (see 4.10 and 4.11 below). Since 1st April 2012, CF has funded 8 delivery staff in GAVO, 4 delivery staff and 65% of a management post in Groundwork, as well as the Manager, revenue costs and 2.5 full-time equivalent youth workers in Senghenydd Youth Drop In Centre (SYDIC), together with a contribution to the manager for the Graig y Rhacca Resource Centre. The proposal for 2016-17 was for all direct delivery posts within partner organisations to continue, therefore the 8 GAVO staff, 4 Groundwork staff and 2 SYDIC staff remained within the structure with their associated project templates, with all non delivery posts being excluded in line with the terms and conditions of the grant.

4.10 In July 2015, Groundwork Caerphilly merged with Groundwork Wales becoming a single national organisation. As a consequence, the remit of the manager changed with the post holder no longer able to undertake local delivery. Groundwork has since restructured and from 1st April 2016 there was no longer a need to fund a management position from the CF programme, providing a further saving of **£25,261**. In addition an audit of premises costs identified a disparity between rates for office costs. Discussion with Groundwork resulted in a saving of **£10,000** for the Mid Valley's East team accommodation. Additional savings of **£5,000** contribution to the Graig y Rhacca Resource Centre manager were also made.

4.11 The SYDIC Centre manager and 1 youth club personnel post that did not contribute to programme delivery were removed from the 2016-17 delivery plans. This provided savings of a further **£41,469** and **£24,746** respectively. Venue costs continued where they directly related to programme delivery, with a budget of **£11,089** remaining available for eligible expenditure. A number of appropriate support options were considered to manage the impact of these changes upon the SYDIC organisation. In light of the reduction in CF funding the Council has agreed to directly fund the shortfall of **£66,215** for one year only until 31st March 2017. Support to SYDIC from a number of CCBC officers to identify potential long term sustainable solutions for the centre's future, including reducing costs and/or increasing income, is on-going.

4.12 These examples demonstrate some of the many changes that have been made to CF delivery plans in recent years, as part of an ongoing process of streamlining and prioritisation according to project analysis and evaluation. Nevertheless, despite these changes, outcomes in recent years have been largely positive. **According to Welsh Government, at the annual review visit on 13th November 2015, Caerphilly is consistently performing well, in fact one of the best performing Authorities in Wales.** Cluster staff have worked hard, in terms of planning, implementation and monitoring, to adapt to the constant changes. This has included ensuring that projects are developed with consideration given to improved and appropriate targeting of customers who are most in need, that delivery has been carried out with greater attention to quality, that links have been made with the correct partners and that monitoring has been conducted in a robust way to reflect accurate results and to highlight areas that may have been less successful.

4.13 The link with Job Centre Plus (JCP) and other employment services is now excellent, the programme receives a large number of referrals from JCP; and is engaging with residents who had never previously engaged with CF employment or training projects. There are now noticeably higher attendance rates on all CF training projects/courses than under the previous programme. Real achievements have been seen in relation to people gaining employment, gaining digital skills, improving academic performance, increasing physical activity levels and reducing Body Mass Index (BMI), as can be demonstrated by the following key performance outcomes from the 2015-16 delivery year:

- Employment Support 25+: 562 participants supported, of whom 189 (34%) gained employment and 306 (54%) gained an employment related qualification (in addition, the LIFT 25+ project supported a further 24 adults from workless households into employment).

- NEET Employability Skills: 219 participants supported, of whom 80 (37%) gained employment and 124 (57%) gained an employment related qualification (in addition the LIFT 16-24 project supported a further 5 young people from workless households into employment). This project has seen particular success, having exceeded the target for people gaining employment by almost double in some cluster areas.

- Digital Fridays: 328 participants supported across the Borough, of whom 259 (79%) gained basic IT skills and 260 (79%) became more confident in using a computer.

Digital Inclusion (Web for Work/First Click): 198 participants on courses, of whom 100% gained basic IT skills, 100% became able to use the internet for inline services and 99% became more confident in using a computer.

School Support Project: 185 young people supported, of whom 174 (94%) demonstrated improved academic performance.

- Prevention Project: 125 of the hardest to reach young people supported, of whom 121 (97%) participated in a personal and social development opportunity and 111 (89%) gained an extra-curricular qualification.

- Streetgames: 1027 young people taking part in session around the Borough, of whom 658 (64%) increased their Physical Activity and 773 (75%) are now participating regularly in sport.

- Physical Activity Project: 634 participants, of whom 467 (74%) increased their physical activity and 476 (75%) now have a positive attitude to improving their physical health.

- X-Pod/Healthy Hearts (Health Education Courses): 291 participants supported, of whom 60% increased their physical activity and 38% reduced their BMI.

- Get Cooking/Family Cooking Projects: 261 participants on cooking sessions, of whom 188 (72%) reported that they now eat fresh fruit or veg daily and 164 (63%) are now more confident cooking a fresh meal.

- Self-help Groups/Sessions: 152 participants supported, of whom 111 (73%) report feeling more positive about their mental health and 73 (48%) are better able to manage their well being.

- Toy Library (Upper Rhymney Valley only): 393 individuals benefitted from project, of whom 332 (84%) are now reading regularly with their child and 349 (89%) report having an improved ability to support their child's learning and development needs.

- Food Bank (Upper Rhymney Valley only): 2418 individuals (including children within families) supported to access the food bank.

4.14 Discussion of CF delivery plans post March 2017 should be treated with caution, as it must be emphasised that Welsh Government have not yet given any firm indication of priorities or budget for the following year; and indeed there is currently no guarantee that the CF programme will be refunded in any form. However, should the decision be made to continue funding the programme, then as with the 2016/17 year, the process of developing delivery plans post March 2017 will begin with careful consideration of the impact of projects within the current delivery year, based upon a thorough process of monitoring and evaluation. At this early stage in the delivery year it is not possible to predict specific outcomes, however following several years of development and refinement, the majority of our core employment and health projects have been shown to consistently perform well and are likely to feature in future plans in various forms.

4.15 As noted above, prior to the current delivery year Welsh Government requested a more prioritised approach with a greater focus on employability; and there are strong indications to suggest that this approach will be expected to continue. This is not to say that the programme will move away from the health and education agenda, but rather that projects and staff in these areas will need to demonstrate their impact on an individual's employability as a core factor; as part of a more person-centred approach alongside employment staff from LIFT and CF. In addition, from 1st April 2016 it became a key requirement for the programme to support and complement the recently approved ESF Communities for Work Programme, providing wrap-around support for individuals. The recent decision for the United Kingdom to leave the European Union (EU) following June's referendum casts obvious uncertainty on the future of

the Communities for Work programme, given its ESF funding; and will present challenges to CF to address any gaps in service provision which may result should the programme be discontinued, indicating that the focus on employment for CF would be even more likely. However, given the current lack of information regarding the UK's departure from the EU, it is not possible to comment further on this situation at present.

4.16   Initial indications from Welsh Government for 2016-17 were that the budget could be reduced by between 10% and 30%; and whilst final confirmed budget cuts for the year were actually at the lower end of this scale, within the current climate of austerity and ongoing public sector cuts it may be reasonably anticipated that further reductions in budgets will be required post March 2017.

4.17   As part of the 2016-17 delivery planning process, Welsh Government also proposed a more streamlined application process, moving away from four separate delivery plans by inviting LDBs to submit one single delivery plan linked to Community Planning, in line with the Well-Being of Future Generations Act. Whilst Caerphilly opted to submit individual Cluster plans for the current delivery year, the process of submitting a single plan, if required post March 2017, would be fairly straightforward given the strong strategic links that have always existed between CF and the local authority within Caerphilly, whereby the CF programme is already well embedded within the various strands of the Local Delivery Plan.

4.18   Recently, Welsh Government also announced plans for a shared budget between the anti-poverty programmes of CF, Flying Start, Families First and Supporting People, including the ability for up to 5% of any underspends to be vired/moved between the different programmes. Whilst the full extent of this arrangement has not yet been confirmed, collaboration between the anti-poverty programmes in Caerphilly is already well established, placing them in a strong position to adapt to any further alignment by Welsh Government. In a recent meeting with Welsh Government Regeneration Officers, it is possible that all regeneration revenue grants will also be included as part of these discussions, with a likelihood that the overall revenue budget will be cut.

5.   EQUALITIES IMPLICATIONS

5.1   No impact assessment has been undertaken on this report, however many individuals and groups who fall under the protected characteristics and wider issues covered by the Council's Strategic Equality Plan are often affected to a greater extent by deprivation/poverty and the related causes; therefore CF and the associated projects will have a positive impact on those individuals and groups.

6.   FINANCIAL IMPLICATIONS

6.1   CF staff salaries and associated delivery budgets are provided by the Welsh Government. CF grant allocation for 2016-17 is £2,902,016. In real terms this represented a cash decrease from the previous year as pay awards, on cost changes have to be funded (circa £50k) together with the inclusion of the Pupil Deprivation Grant (circa 241K). There is limited cost to CCBC in drawing down the funding, with three staff directly funded within Finance to manage the CF funding programme which also includes LIFT, Streetgames and the Pioneer project and 5% of total salary costs eligible in management costs.

6.2   Whilst the CF staff and associated delivery budgets are provided by the Welsh Government, within the current Terms and Conditions of the grant it is not the intention of the WG to provide associated redundancy costs. Redundancy would be in line with CCBC policy with redundancy costs borne by the Directorate. These costs will vary according to grade and length of service and whether the staff are eligible for and can be re-deployed. However, with 53 CCBC employees funded by CF, should the programme end the redundancy costs could be significant (circa £350,000 - £400,000). This is the case for any externally funded post currently on the

establishment. If this situation arose, the Council would consider the overall financial implications and consider redeployment in accordance with the Council's HR policies and where appropriate funding and other mitigation measures would be taken accordingly.

6.3 Any award not in line with the funders Terms & Conditions could result in clawback, in the most severe case this could result in the full allocation being reclaimed.

6.4 Whilst there has not yet been any indication of budgets from 1st April 2017 onwards, based upon previous Welsh Government requests for budget reduction options, as well as the ongoing climate of public sector cuts, it may reasonably be assumed that further budget reductions will be requested in future delivery years. Ongoing rigorous monitoring and evaluation of projects will therefore be essential to informing budget decisions

7. PERSONNEL IMPLICATIONS

7.1 There are no known personnel implications at present for 2016/17 and as yet, there have not been any indications of funding from Welsh Government for 2017 onwards.

8. CONSULTATIONS

8.1 The result of all consultations have been incorporated into this report.

9. RECOMMENDATIONS

9.1 That Members note the many changes that have shaped the development of the CF programme in recent years, resulting in a more streamlined programme for 2016/17, which is prioritised and targeted to those who are most at need.

9.2 That Members also note the many uncertainties which currently exist with regards the future direction and resources of the CF programme; and the numerous challenges that these uncertainties pose to delivery planning processes.

9.3 That it be noted that the CF programme has seen many real achievements in recent years, in the form of measurable hard outcomes, which demonstrate the ongoing relevance of the programme and the effectiveness of the current Caerphilly approach in terms of addressing the needs of people within deprived communities, even within the current context of uncertainty and changing priorities.

9.4 That once Welsh Government confirms the 2017/18 funding allocation an update report will be presented for Members' consideration.

10. REASONS FOR THE RECOMMENDATIONS

10.1 To ensure Members are kept up to date with regards to the overall performance to date and the future direction of CF post March 2017.

11. STATUTORY POWER

11.1 Local Government Measure 2009

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                 Cllr Ken James, Cabinet Member
                 Dave Whetter, Interim Head of Regeneration
                 Dave Roberts, Finance Manager
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                 Mike Eedy, Finance Manager
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                 Ian Raymond, Performance Management Officer
                 Sean Rees, Cluster Manager
                 Lauren Hughes, Cluster Manager
                 Emma Saunders, Cluster Manager
                 Damian Owen, Cluster Manager
                 Sarah–Jayne Irish, Communities First Programme Development Officer

Background Papers:
Tackling Poverty Action Plan 2012–2016
Building Resilient Communities – Taking Forward the Tackling Poverty Action Plan
Communities First Delivery Plans 2015-16
Communities First Delivery Plans 2016-17
Caerphilly Delivers – The Single Integrated Plan 2013-17
Caerphilly Council's Improvement Objectives 2015-16
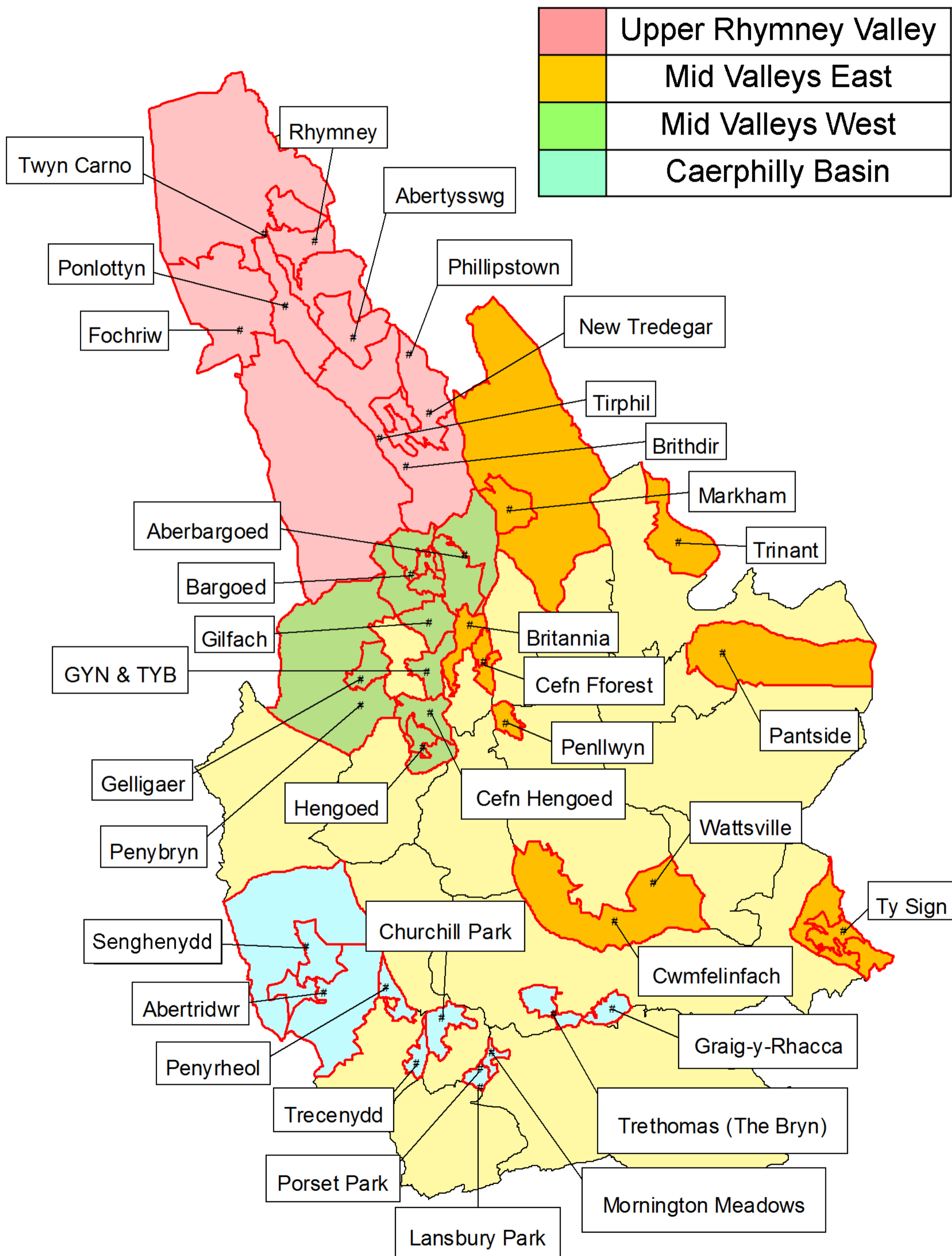Caerphilly County Borough Corporate Plan (Corporate Priorities 2013-17 and Wellbeing Objectives 2016-17)

Appendices:
Appendix 1 - Map of CF Cluster Areas
Appendix 2 - Communities First Outcomes Framework
Appendix 3 - Project List 2016-17

Communities First New Phase

Legend:
- Upper Rhymney Valley
- Mid Valleys East
- Mid Valleys West
- Caerphilly Basin

Twyn Carno

Rhymney

Abertysswg

Ponlottyn

Phillipstown

Fochriw

New Tredegar

Tirphil

Brithdir

Markham

Trinant

Aberbargoed

Bargoed

Britannia

Gilfach

Cefn Fforest

GYN & TYB

Penllwyn

Pantside

Gelligaer

Hengoed

Cefn Hengoed

Wattsville

Penybryn

Ty Sign

Senghenydd

Churchill Park

Cwmfelinfach

Abertridwr

Graig-y-Rhacca

Penyrheol

Trecenydd

Trethomas (The Bryn)

Porset Park

Mornington Meadows

Lansbury Park

Priority	Performance Measure	Draft Definition 2014/15
Helping People to Develop Employment Skills and find Work (ages 25+)	PC-PM.1.1Completing Employment Related Courses	The client has satisfied the attendance requirements of any training or other activity which is primarily intended to better equip the client to gain or undertake locally available employment.
	PC-PM.1.2 Gaining an Employment related qualification	The client has attained a recognised qualification which is primarily intended to better equip the client to gain or undertake locally available employment. This includes CQFW qualifications and related awards (e.g. Agored Units, NOCN).
	PC-PM.1.3 More Positive and improved confidence about seeking work	The client reports and/or demonstrates increased confidence and enthusiasm for seeking employment.
	PC-PM.1.4 Actively accessing advice and support.	Client accessed structured advice and support on employment issues on at least two occasions. Examples could include contact with the Citizens Advice Bureau, Job Centre advice and careers guidance.
	PC-PM.1.5 Regular Volunteering as route to work	The client undertakes at least one hour of volunteering per week for a period of at least 4 weeks which is primarily intended to better equip the client to gain or undertake locally available employment. Clients may also be counted who undertake at least one hour volunteering per week for less than 4 weeks, where volunteering has ended as a result of them securing employment.
	PC-PM.1.6 Completing a work experience placement	The client completes a work experience placement. This should be for at least 16 hours per week for 2 weeks. It could include Intermediate Labour Market (ILM) programme placements.
	PC-PM.1.7 Actively seeking work	The client undertakes at least 3 activities every week, with the support of CF, to find work or improve their chances of getting work. These actvities could include using Universal Jobmatch to search and apply for jobs, contacting employers or looking for jobs in
	PC-PM.1.8 Entering Employment	Client has secured a paid employment position. Employment includes self-employment and can be full-time or part-time. However, employment must involve a minimum of 16 hours work a week and must be paid employment. It is acceptable for the 16 hours of work to be the cumulative total from multiple jobs for any given individual.
	PC-PM.1.9 Known to be in Employment after six months	Client remains in a paid employment position after 6 months. Employment includes self-employment and can be full-time or part-time. However, employment must involve a minimum of 16 hours work a week and must be paid employment. It is acceptable for the 16 hours of work to be the cumulative total from multiple jobs for any given individual.
Reducing Youth Unemployment and disengagement (ages 16-24)	PC-PM.2.1 Entering Further Education	Client has enrolled and been accepted to study on an accredited course in further education (full-time and part-time education suitable to the requirements of persons who are over compulsory school age (including vocational, social, physical and recreational training) and organised leisure-time occupation provided in connection with the provision of such education). It does not include secondary education or higher education.

	PC-PM.2.2 Gaining an Employment related qualification	The client has attained a recognised qualification which is primarily intended to better equip the client to gain or undertake locally available employment. This includes CQFW qualifications and related awards (e.g. Agored Units, NOCN).
	PC-PM.2.3 More Positive and improved confidence about seeking work	The client reports and/or demonstrates increased confidence and enthusiasm for seeking employment.
	PC-PM.2.4 Regular Volunteering as route to work	The client undertakes at least one hour of volunteering per week for a period of at least 4 weeks which is primarily intended to better equip the client to gain or undertake locally available employment. Clients may also be counted who undertake at least one hour volunteering per week for less than 4 weeks, where volunteering has ended as a result of them securing employment.
	PC-PM.2.5 Completing a work experience placement	The client completes a work experience placement. This should be at least 2 weeks at 16 hours per week. It could include Intermediate Labour Market (ILM) programme placements.
	PC-PM.2.6 Actively seeking work	The client undertakes at least 3 activities every week, with the support of CF, to find work or improve their chances of getting work. These actvities could include using Universal Jobmatch to search and apply for jobs, contacting employers or looking for jobs in
	PC-PM.2.7 Securing a JGW Employment Opportunity	The client is offered and starts a Jobs Growth Wales opportunity. This is any JGW opportunity not just CF specific.
	PC-PM.2.8 Completing a JGW Employment Opportunity	The client has satisfied the attendance requirments (and any other requirements) to complete a Jobs Growth Wales opportunity. This is any JGW opportunity not just CF specific.
	PC-PM.2.9 Entering Employment	Client has secured a paid employment position. Employment includes self-employment and can be full-time or part-time. However, employment must involve a minimum of 16 hours work a week and must be paid employment. It is acceptable for the 16 hours of work to be the cumulative total from multiple jobs for any given individual.
	PC-PM.2.10 Known to be in Employment after six months	Client remains in a continuous paid employment position after 6 months. Employment includes self-employment and can be full-time or part-time. However, employment must involve a minimum of 16 hours work a week and must be paid employment. It is acceptable for the 16 hours of work to be the cumulative total from multiple jobs for any given individual.
Promoting Digital Inclusion	PC-PM.3.1 Gaining Basic IT Skills	The client demonstrates an understanding of and ability to carry out basic IT skills. Skills include using a mouse/keyboard, using menus/icons and ability to open/edit/save/print documents.
	PC-PM.3.2 More confident using a computer	The client reports and/or demonstrates increased confidence in using computers.
	PC-PM.3.3 Able to use the Internet for Online services	The client demonstrates the ability to use the internet to find, select and exchange information. The client has started to use an online service such as internet banking, council tax payment and benefit claims.

	PC-PM.3.4 Are able to access IT services	The client reports that they know where IT services are available and that they are able to access them.
	PC-PM.3.5 Progressing beyond basic IT skills, to a recognised IT qualification.	The client has completed a recognised IT or software course such as ECDL.
Financial Inclusion - Improving Financial Capability, managing debt and raising income	PC-PM 4.1 Improved Financial Literacy/Capability	The client demonstrates improved financial literacy/capability. This could include: - Understanding features of a household budget (list income/expenditure, identify essential/non-essential expendature). - Understanding how to shop for food on a budget (identify how savings can be made, record food items within budget). - Be able to use ways to manage personal finance (set targets, list prganisations that can provide support, provide personal info to organisations in formal situations when necessary).
	PC-PM.4.2 Developed a weekly budget	The client demonstrates the ability to produce an accurate weekly household budget, including accurately listing household income and household expenditure.
	PC-PM.4.3 More confident managing finances	The client reports improved confidence in managing household finances.
	PC-PM.4.4 People saving regularly	The client reports and/or demonstrates that they are putting money into a savings account (an account separate to their current account) at least once a month for a minimum of 6 months.
	PC-PM.4.5 Reducing/Managing debt	The client reports and/or demonstrates that they have reduced and/or are managing their debt levels by making required minimum payments.
	PC-PM.4.6 Supported to Access the Benefits they are entitled to	The client receives an additional benefit, or an increase in existing benefits, as a result of being supported to access the benefits they are entitled to.
	PC-PM.4.7 Opening a credit union account	Client has opened a credit union account.
	PC-PM.4.8 Accessing a credit union loan	Client has taken out a credit union loan (for any amount).
	PC-PM.4.9 Accessing food banks	Client has accessed a food bank.
Supporting Enterprise and Timebanking Building Social Capital	PC-PM.5.1 Better Knowledge for running a SE	The client demonstrates improved understanding of running a social enterprise as defined. This could include: - Knowing about different types of enterprises. - Knowing the services/products that enterprises offer. - Knowing the features of a successful enterprise.
	PC-PM.5.2 Better Knowledge for running a business	The client demonstrates improved understanding of running a business as defined. This could include: - Knowing about different types of business. - Knowing the services/products that businesses offer. - Knowing the features of a successful business.
	PC-PM.5.3 More Involved in Community through regular volunteering	Client is engaged in structured activity either through a timebanking, local community group or Social Enterprise project which is making a contribution to the improvement of/services for their local community. These activities should be for at least one hour per week for 4

	PC-PM.5.4 Timebanking Hours Banked	The client has timebanked at least X hours in the last X months. This measure is distinct in that you should measure the cumulative total of timebanking hours banked by your local community rather than any given individual.
	PC-PM.5.5 Social Enterprises Established	The number of social enterprises (a business with primarily social objectives whose surpluses are principally reinvested for that purpose) established by clients, alone or with others.
	PC-PM.5.6 Social Enterprises still running 1 year later	The number of Social Enterprises (a business with primarily social objectives whose surpluses are principally reinvested for that purpose) established by clients, alone or with others, still trading after the first full year.
	PC-PM.5.7 Number of people commencing self employment	The client has started up a business or self employment.
Reducing the Risk of Youth Offending	PC-PM.6.1 Gaining an extracurricular qualification	The client has attained a recoginsed qualification which is not part of the National Curriculum.
	PC-PM.6.2 Participating in a personal and social development opportunity	The client has taken part in a personal and social development opportuinity lasting at least 10 hours with a recorded outcome.
	PC-PM.6.3 Engaged in regular Positive activity	The client participates at least twice per week in an activity, or activities, which have a beneficial impact on the client's physical, mental or emotional health and well-being.
	PC-PM.6.4 Cease offending	The client has not been convicted, arrested or cautioned in the 6 months since the start of the intervention.

Priority	Performance Measure	Draft Definition 2014/15
Promoting Family Learning in the Early Years	LC-PM.1.1 Parents with better understanding of parenting including the importance of early learning.	The client demonstrates understanding of key aspects of parenting, including healthy diet, regular excersise and reading with their child. The client also demontsrates an understanding of the importance of early learning, including the effect on later attainment, the importance of the home environment, parental interest and good pre-school provision.
	LC-PM.1.2 Parents with improved ability to support their childs learning and development needs.	The client reports using new parenting skills to better support the learning and development needs of their child.
	LC-PM.1.3 Parents reading regularly with child	The client reads with their child three or more times in a typical week.
	LC-PM.1.4 Parents who complete a parenting course	The client succesfully completes a recognised parenting or family learning course.
Supporting Young People to Do Well at School	LC-PM.2.1 Children and YP who know where to get help if they have a problem at school	The client reports that know where to get help if they have a problem at school.
	LC-PM.2.2 Children and YP with a better understanding of the importance of school	The client understands the importance of school and education and demonstrates a more positive attitude towards this.
	LC-PM.2.3 Improved behaviour in School	The client's behaviour in school has demonstrably improved as a result of the Communities First intervention, including reduced disruptive behaviour or increased engagement.
	LC-PM.2.4 Increased school attendance	The client has reduced incidence of unauthorised absence.
	LC-PM.2.5 Improved academic performance	The client demonstrates an improvement in academic performance,for example, submitting homework and paying attention in class.
	LC-PM.2.6 Client is aware of the risk of bullying.	The client is aware of the risks of bullying, including cyber bullying. They demonstrate an understanding of what bullying is, its effects, and what help and advice services are available.
	LC-PM.2.7 Participating in a personal and social development opportunity	The client has taken part in a peronal and social development opportunity lasting at least 10 hours with a recorded outcome.
Supporting Families to be Engaged in their Childrens Education	LC-PM.3.1Parents Gaining a Qualification	The client successfully attains an accredited qualification as defined within the CQFW.
	LC-PM.3.2 Parents feel more confident supporting their children	The client reports feeling more confident about supporting their child's learning, including knowledge of the curriculum or improved basic skills. This could include being better able to assist with their childs homework.
	LC-PM.3.3 Parents who feel their child is coping better at school	Definition in development.
	LC-PM.3.4 Parents are more engaged with school	Client is more engaged and involved with their childs school. This could include increased involvent in PTA meetings, attending parents evenings and school events such as plays and sports days.
	LC-PM.3.5 Parents who know where to get help if their child has a problem at school.	The client reports that know where to get help if their child has a problem at school.
Lifelong Learning in Communities	LC-PM.4.1People gaining a qualification	The client successfully attains an accredited qualification as defined within the CQFW.

	LC-PM.4.2 People more positive about learning	The client feels more positve about their own learning.
	LC-PM.4.3 Progressing to a higher qualification	Client is undertaking an accredited course that advances on their previous qualifications (a level higher).
	LC-PM.4.4 People who participate in regular volunteering to learn	Client undertakes formal volunteering at least once a month with the aim to learn. Formal volunteering is defined as giving unpaid help through groups, clubs or organisations which support social, environmental, cultural or sporting objectives.
	LC-PM.4.5 Clients who enrol in further or higher education	Client undertakes a part time or full time course in further or higher education. This would include courses in Colleges or Universities
Improving Adult Basic Skills	LC-PM.5.1Improved Literacy Skills	The client demonstrates improved literacy. This could include the ability to read and understand a range of appropriate texts to obtain information and to use written words and phrases to record and present information.
	LC-PM.5.2Improved Skills Numeracy Skills	The client demonstrates improved numeracy. This could include improved ability to perform calculations and work with measurements, basic statistics and probability.
	LC-PM.5.3 Gaining a qualification	The client successfully attains an accredited qualification as defined within the CQFW.
	LC-PM.5.4 People are more positive about learning	The client feels more positve about their own learning.
	LC-PM.5.5 Progressing to further learning	Client is undertaking further learning. This can include formal academic or vocational education and less formal skills development training (including soft outcomes).

Priority	Performance Measure	Draft Definition 2014/15
Supporting a Flying Start in the Early Years (Ages 0-7)	HC-PM.1.1 Mothers with better understanding of importance of health during pregnancy and the Early Years.	The client demonstrates understanding of key aspects of health during pregnancy and the Early Years, including diet (and vitamins such as folic acid), alcohol and smoking.
	HC-PM.1.2 Parents who feel better able to cope	The client reports that as a result of the Communities First intervention they feel better able to cope with the demands of parenting.
	HC-PM.1.3 Expectant mothers making a positive health change during pregnancy	Client has made a positive health change such as lowering alcohol intake, smoking cessation or beginning to take folic acid.
	HC-PM.1.4 Expectant mothers who stop smoking	The client has stopped smoking for the period of their pregancy. Clients can be counted if they have not smoked for at least 4
Promoting Physical Well Being (Ages 7 and above)	HC-PM.2.1 People are aware of the risk of obesity	Clients are more aware of the negative health consequences of obesity, including increased risk of diabetes, cancer and cardiovascular disease.
	HC-PM.2.2 People with a positive attitude to improving their physical health	Clients feel more positive about improving their physical health.
	HC-PM.2.3 Increased Physical Activity	The client undertakes increased physcial activity as a result of the Communinties First intervention.
	HC-PM.2.4 Regular Participation in sport	The client participates in sport at least once a week. Appropriate sport activities can be found listed in the Sports England Active People Survey Activities Database.
	HC-PM.2.5 Meeting physical activity guidelines	Clients report that they undertake a minimum of 30 minutes of moderate intensity activity at least 5 days a week. Examples of moderate excercise are heavy housework (eg spring cleaning, walking with heavy shopping), fast walking, dancing, gentle swimming or heavy gardening (eg digging). Other examples of moderate excercise, by age groups, can be found in Start active, stay active - UK Chief Medical Officer guidelines for physical activity.
	HC-PM.2.6 Reduced BMI	Client has reduced their BMI to within (or towards) the healthy range. BMI can be calculated using the tool available at http://www.nhs.uk/Tools/Pages/Healthyweightcalculator.aspx.
Promoting Mental Well Being	HC-PM.3.1 Increased knowledge of available support	The client has improved knowledge of the mental health support that is available and how to access it.
	HC-PM.3.2 Feel more positive about their mental well being	The client feels more positive about the outlook for their mental well being.
	HC-PM.3.3 Participating in a positive activity twice a week	The client has participated in an activity(ies) at least twice a week for 4 weeks with the primary purpose of helping them to feel more positive about their mental well being. An example could be activities that contribute to the 'Five ways to wellbeing' (New Economics Foundation).
	HC-PM.3.4 Better able to manage their well being	Clients report having better management strategies for their mental well being.

Encouraging Healthy Eating	HC-PM.4.1 Ability to budget for a healthy diet for a week	Clients demonstrates the ability to create a healthy meal plan for a week within their household budget.
	HC-PM.4.2 More confident cooking a fresh meal	Clients are more confident and have the necessary skills to prepare a fresh, healthy meal using fresh produce (such as eggs, milk, meat, vegetables etc).
	HC-PM.4.3 Eat fruit or veg daily	The client eats fruit/vegetables every day (on a normal day).
	HC-PM.4.4 Cooking a fresh meal at least once a week	Clients prepare a fresh, healthy meal using fresh produce (such as eggs, milk, meat, vegetables etc) at least once a week. This could be a meal that uses the healthy food group proportions as specified by the 'eatwell' plate (http://www.nhs.uk/Livewell/Goodfood/Pages/eatwell-plate.aspx).
	HC-PM.4.5 Accessing fruit and veg via a food co-op.	The client acquires fruit and vegetables from a food co-op on a weekly basis for at least 6 consecutive weeks.
Reducing Risks - **please indicate clearly which of the** **following risks you are addressing - you** **are strongly advised to use the specific** **measures rather than the general** **measure:** **Smoking,** **Alcohol,** **Drugs,** **Sexual Health,** **General.**	HC-PM.5.1 Better knowledge of risks (Note: The risk catagaries will be reported on seperately. These are smoking, alcohol, drugs, sexual health and general (general to be used for projects which cover more than one category of risk)).	The client demonstrates knowledge and understanding of what constitutes risky behaviour and the possible consequences of key risks. The catagrories of risky behaviour are smoking, alcohol, drugs, sexual health and general.
	HC-PM.5.2 Increased knowledge of available support	The client has improved knowledge of the support that is available and how to access it.
	HC-PM.5.3 Reducing risky behaviour (Note: The risk catagaries will be reported on seperately. These are smoking, alcohol, drugs, sexual health and general (general to be used for projects which cover more than one category of risk)).	The client has reduced at least one defined risky behaviour. The catagrories of risky behaviour are smoking, alcohol, drugs, sexual health and general.
	HC-PM.5.4 Ceasing a risky behaviour (Note: The risk catagaries will be reported on seperately. These are smoking, alcohol, drugs, sexual health and general (general to be used for projects which cover more than one category of risk)).	The client has stopped engaging in at least one risky behaviour. The catagrories of risky behaviour are smoking, alcohol, drugs, sexual health and general.
	HC-PM.5.5 Client referred onto, and commenced, a smoking cessation service.	The client has been referred onto and susequently taken part in a smoking cessation service.
Supporting People (with additional **needs) to Live in the Community**	HC-PM.6.1 Know how to access help and support	The client reports that they know what support is available to them and how to access it.
	HC-PM.6.2 Feel safer	The client feels less vulnerable to accidental harm or crime.
	HC-PM.6.3 Engaged in more community activity	The client has increased their engagement in community activities. These could include organised social activities such as lunch clubs, volunteering programmes and supoort groups. An activity should be attended at least once a week for 4 weeks.

	HC-PM.6.4 Supported to manage at home	The client is supported to manage at home through direct home interventions such as volunteer home visits, assistance with their shopping and assistance around the home.
	HC-PM.6.5 Reduced social isolation	The client reports reduced social isolation and have a sense of belonging.
	HC-PM. 6.6 People supported to manage their chronic health condition(s)	The client receives support to help them manage their chronic health conditions.
	HC-PM. 6.7 People supported to access community based health services	Client is accessing help and support, including community based health services provided by the third sector, NHS or local authority, to live a healthy life at home.

Communities First Project List 2016-17

Prosperous Communities

- Employment Support 25+
- LIFT 25+ *(Caerphilly Basin and Upper Rhymney Valley only)*
- LIFT 16-24 *(Caerphilly Basin and Upper Rhymney Valley only)*
- Streetgames – Employability Support *(Mid Valleys West only)*
- Digital Inclusion (Web for Work Essentials/First Click)
- Digital Fridays
- Citizens Advice Engagement & Outreach (Shared Outcomes – CAB Project)
- Prevention Project
- Furniture Revival Project *(Upper Rhymney Valley only)*
- Food Bank *(Upper Rhymney Valley only)*

*Please note, significant changes to employment support projects this year as a result of the introduction of the Communities for Work programme, which sits within the Communities First structure and works alongside CF Employment Support and LIFT to deliver a holistic employment programme for all participants

Learning Communities

- School Support
- Personal and Social Development for Children and Young People
- Pupil Inclusion Project
- Parent Engagement Project
- Extra Curricular Qualifications for Young People
- Parent/Family Learning Project *(Caerphilly Basin and Mid Valleys West only)*
- Adult Community Learning *(Mid Valleys East only)*
- Accredited IT/Digital Courses *(Mid Valleys East, Mid Valleys West and Upper Rhymney Valley only)*
- Heolddu Achievement Project *(Mid Valleys West only)*
- CATWG Project *(Mid Valleys West only)*
- Tiny Tots Toy Library *(Upper Rhymney Valley only)*

Healthier Communities

- Healthy Lives
- Physical Activity Project
- Streetgames
- Mental Health Self Help Support Groups/Sessions *(Caerphilly Basin, Mid Valleys East and Mid Valleys West only)*
- Mental Health Classes *(Caerphilly Basin, Mid Valleys East and Mid Valleys West only)*
- Get Cooking/Community Cooking Sessions
- Environmental Action *(Upper Rhymney Valley only)*
- Mental Wellbeing *(Upper Rhymney Valley only)*
- Broadening Horizons *(Upper Rhymney Valley only)*