

Caerphilly Public Services Board
Notes of Meeting
Held at 9.30 a.m on Tuesday, 13th March 2018
Sirhowy Room, Ty Penallta

Present:-		
Cllr David Poole	Caerphilly County Borough Council (Chair)	
Christina Harray	Caerphilly County Borough Council	
Mark S Williams	Caerphilly County Borough Council	
Diana Binding	Wales Community Rehabilitation Company	
Mererid Bowley	Public Health Wales	
Shelley Bosson	Aneurin Bevan University Health Board	
Bronagh Scott	Aneurin Bevan University Health Board	
James Owen	Welsh Government	
Jon Goldsworthy	Natural Resources Wales	
DCC Pam Kelly	Gwent Police	
Neil Taylor	Office of the Gwent Police and Crime Commissioner	
David Bents	South Wales Fire & Rescue Service	
Stephen Tiley	Gwent Association of Voluntary Organisations	
Cllr Tudor Davies	South Wales Fire Authority	
In attendance:-		
Kathryn Peters	Corporate Policy Manager, CCBC	
Paul Cooke	Senior Policy Officer, CCBC	
Sian Wolfe-Williams	Policy Officer CCBC	
Apologies:-		
Ceri Davies	Natural Resources Wales	
CC Julian Williams	Gwent Police	
Nic Davies	Probation Service	
Huw Jakeway	South Wales Fire & Rescue Service	
Jeff Cuthbert	Office of the Gwent Police and Crime Commissioner	
Point	Agenda item	Action
	<p>Welcome: The Chair welcomed all present to the meeting noting that this was Bronagh Scott and Pam Kelly's first meeting.</p> <p>Cllr DP also stated that the group has a vacancy of Vice Chair due to the departure of Alison Shakeshaft and asked for nominations to this post. Bronagh Scott was appointed to the role of Vice Chair.</p>	
1.	<p>Previous Notes and Matters Arising: Pg 3 City Deal – Papers were circulated detailing the maps and summary information of draft bids. Cllr DP explained that a strategic development plan is being developed across the ten local authorities, by the end of March 2018 and that this will be evaluated over the next 12 months. The plan will provide broad details only. Bids will be submitted into a competitive bidding process. More detail to follow at the next PSB meeting The notes of the previous meeting were agreed as a correct record.</p>	Cllr DP

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6.	<p><u>Adverse Childhood Experiences Update</u></p> <p>MB updated the group, following the presentation to a previous meeting, which looked at recent research conducted by Public Health Wales and Bangor University. ACEs have been identified as a priority action area within the Caerphilly Well-being Plan as well as being recognised regionally and nationally as a priority work area.</p> <p>Cymru Well Wales has developed an ACE Support Hub and wrote to all PSBs in Jan 2018 to offer support and an update on the work of the Hub. The Hub is looking at all of the Well-being Plans across Wales plus local activity already ongoing and asking how these can be supported.</p> <p>The Hub is developing an ACE Skills and Knowledge Framework which will be released for consultation shortly. In the new financial year they will be publishing resource packs which include readiness tools, training materials and other tools for the education, housing and youth sectors, but expect these to be able to be expanded quickly for other sectors.</p> <p>MB informed the PSB of ACEs in Practice events that are happening across Wales. There is a local event coming up shortly – MB to circulate details. Members were also informed of a newly published report from Public Health Wales and Bangor University looking at ACEs and resilience with links to greener activities, sport and community activities.</p> <p>PK added that in October, the Home Office confirmed an All Wales bid to transform the policing of vulnerability in Wales into a multi-agency, ACE informed approach which enables early intervention and root cause prevention. PK added that local teams are being set up to take this forward and asked for local engagement via this forum. Supt Mike Richards is the contact. She added that she will share the action plan for the next 12/18 months with members asap.</p> <p>Members discussed how ACEs is a cross cutting theme requiring engagement of multiple partner organisations including those involved in delivering the Regional Area Plan. MB was confirmed as the Caerphilly PSB Champion for this area of work – captured in the priority action area ‘Best Start in Life’. Cllr DP spoke about the major role sport and leisure should have with MSW providing information about the Positive Futures Scheme.</p>	<p>MB</p> <p>PK</p>
2a.	<p><u>Well-being of Future Generations</u></p> <p>a) <u>Final draft of ‘The Caerphilly We Want’ Well-being Plan 2018-23</u></p> <p>KP presented the final draft of the PSB’s plan which is progressing through its final approval stage. The plan must be approved by the PSB’s four statutory partners. This will then be followed by Welsh translation and graphic design.</p> <p>KP confirmed that the formal consultation process and extensive engagement with residents, professionals and partner organisations has been completed and actioned. The final draft plan and its appendices are available on the Caerphilly PSB website. Policy Support Officers will be developing information packs for PSB Champions and Lead Officers to inform the delivery work of the 4 Enabler + 5 Action Areas. Information gathered from the engagement process will be fed into these packs.</p> <p>CCBC Full Council approved the plan last week. DB confirmed that the plan has been signed off in principle prior to formal ratification at their board on 26/3/18. ABUHB confirmed that this plan would be signed off outside their board process. NRW confirmed that they have submitted a letter stating that they are primarily in agreement but raised concerns about the lack of information on Brexit even though this has been</p>	

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	<p>discussed at the PSB meetings. KP agree to add this information into the plan.</p> <p>KP also added that the Chair had a request that more detail be added in about the older population. This has been actioned in partnership with the Caerphilly 50+ Forum and they have stated that they are now happy.</p> <p>Cllr DP stated that a letter had been received from the Welsh Language Commissioner discussing the need to include more on the Welsh language and Welsh culture. This has also been addressed. KP added that the CCBC 5 Year Welsh Language Strategy should come to the next meeting for awareness. Partners mentioned that they have their own Welsh Language plans.</p> <p>KP mentioned that the G7 group are looking at the Well-being Plans across Gwent and that the majority of priorities all dovetail with the possible exception of cancer inequities as a defined area. KP also added that Caerphilly have had over 2000 responses to the Happiness Pulse survey and evaluation is ongoing along with work on the Thriving Places Index is due to be completed soon.</p> <p>KP thanked those who gave details of their organisations approval of the plan and informed the group that it was now signed off by the Caerphilly PSB and it will now progress to translation and design.</p>	<p>KP</p> <p>KP</p>
<p>2b.</p>	<p><u>Well-being of Future Generations</u> <u>b) Performance Accountability Framework – Commitment to Delivery</u></p> <p>KP presented this framework which will replace the process used to report on the Single Integrated Plan for the last 6 years. Under the Future Generations Act the PSB has an obligation to 1) set its well-being objectives 2) set steps to their delivery.</p> <p>In Dec 2017 members requested that the 4 Enablers and 5 Action Areas be developed. These are all cross-cutting. More detailed delivery plans will be presented to the next PSB meeting. KP reminded the group of their statutory duty to produce an annual report every 12 months to WG. First report due July 2019.</p> <p>KP explained the document has arisen out of what was captured in the PSB workshop in Dec 2017. The Framework includes :</p> <ul style="list-style-type: none"> • Partnership structure • Accountability and reporting principles • Mini roles and responsibilities • Reporting process and templates • The Caerphilly We Want Delivery Plan 2018-23 (slightly amended version tabled at meeting after discussions with Emily Warren ABUHB) <p>PK asked if the Action Areas were prioritised. KP stated that this is a 5 year plan and each delivery plan will identify short/medium/long term actions. PK added that it is often hard to see progress in delivery so we need to make sure we communicate this to the public when it happens.</p> <p>KP discussed the roles and responsibilities and asked the PSB to identify individuals to undertake these roles. Please see table at end of the minutes for confirmation of discussion. KP confirmed that CCBC Policy Unit will provide the Policy Support Officers and they will work with the lead officers to populate delivery plans.</p> <p>The PSB approved the Performance and Accountability Framework 2018-23 and discussed the challenge of not falling back into working in silo themes. KP stated that</p>	

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	<p>it is the PSB Champions responsibility to guide their Action Area with their Lead Officers and provide reports back to the PSB. She also confirmed that it will be the role of the Policy Support Officers to gain commitment from organisations not naturally in their comfort zone. There will be quarterly meetings for all lead officers and 6 monthly gatherings for all partners.</p>	
3.	<p><u>Caerphilly Youth Forum</u> Cllr DP welcomed Emily, Dylan and Clare from the Youth Forum. Emily and Dylan presented the Junior and Youth Forum priorities and how these were chosen : These were :</p> <p><u>Junior Forum Issues:</u></p> <p>39% Prosperous Caerphilly – Overall Priority Issue Homelessness - More support is needed for homeless people. 33% Safer Caerphilly Drugs -Too many people use drugs, education needs to start at an earlier age. 18% Healthier Caerphilly Smoking – People need to stop smoking and vaping around children 8% Learning Caerphilly Bullying – Bullying has a negative impact on children’s learning 2% Greener Caerphilly Green Spaces – Increase green spaces for outdoor play</p> <p><u>Youth Forum Issues:</u></p> <p>54% Safer Caerphilly – Overall Priority Issue Bullying – Increase peoples understanding of what is classed as bullying and help people to understand how to deal with bullying. 16% Learning Caerphilly Life Skills – We need a curriculum to prepare us for life. 12% Healthier Caerphilly Sexual Health – Improve young people’s access to sexual health services. 12% Prosperous Caerphilly Housing – Affordable housing for young people leaving home. 6% Greener Caerphilly Adventurous Outdoor Play - Provide safe adventurous play areas suitable for young people to encourage them to use local outdoor spaces</p> <p>Emily and Dylan asked the PSB how they could help to make positive change through their own organisations. All members spoke encouragingly of the presentation and thanked the two presenters for their high quality information. The group discussed the fact that despite the two forums taking forward their Overall Priority Issue, members were keen to work with the Forums on some of the other issues raised. Members agreed it was pleasing to see such important and knowledgeable issues being raised.</p> <p>PK – keen to be involved in connection to homelessness, bullying and driving life skills NT – keen to be involved in relation to the effectiveness of School Beat and life skills DBs – keen to link what they already provide to life skills + driving skills and improve the effectiveness of what is delivered MB – keen to link to Junior Forum on cigarettes / vaping and the new Public Health Act and the Youth Forum on the newly revised sexual health section of the Youth Workers resource. JG – keen to link to greener issues and understands why they are further down the priority list BS – Will link to Good Health and Well-being Action Area</p>	

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	<p>DB added how outward looking this work was and how the children had captured very topical issues which maybe adults did not know they were aware of. She added it is hard to hear that young children are more worried about adults taking drugs, alcohol and smoking than where they can play.</p> <p>The group added that they would like to work with the Forums on a more regular basis. Clare stated that she would contact individuals to progress their specific topic areas but also suggest the PSB could attend the Forum's Cabinet meetings.</p> <p>Cllr DP requested that the Forums overall priorities were written into the PSBs Delivery Plan although members will work with the Forums to explore the wider issues as well.</p>	ALL
4.	<p><u>Lansbury Park Coalition for Change</u> MSW provided an update on this PSB priority explaining that the ethos of the Coalition for Change is to change the way services are delivered to enable a long term culture change.</p> <p>There was good attendance at the Jan 18 meeting. It was noted that some partners have really bought into the ethos i.e. police with others not so engaged. The lack of attendance by Aneurin Bevan University Health Board was noted. BS to take back for action.</p> <p>The group are looking at examples of other coalition for change models such as Bromley by Bow and one in Bristol and the development of hubs / spokes. MSW explained that these have taken 20-25 years to embed. A co-production workshop has been held using the Deep Place Study to create an implementation plan. This has been placed out to tender but has had a poor response.</p> <p>Next meeting will be in the summer to build on momentum of large number of WG regeneration initiatives currently active. CH added that lots of resources are currently being put into Lansbury Park but we need to change what we are doing, She urged partners to grab this opportunity to make change but that it would not happen overnight. Building trust is crucial – much harder than improving housing.</p>	BS
5.	<p><u>Local Partnerships : Jayne Forshaw</u> JR and PC gave a presentation on the combined use of assets. This looked at opportunities to reduce spend, reduce carbon emissions and achieve more by working together. The presentation suggested looking at :</p> <ul style="list-style-type: none"> • Reducing floor space and overheads • Being more energy efficient / generating energy • Innovation • Reducing spend • Transport / charging infrastructure <p>Over 1000 public buildings, owned by PSB organisations, have been mapped and opportunities to generate energy, share energy, less waste, better usage identified. Suggestions of clustering buildings (Oakdale, Rhymney, Ystrad Mynach) together were explained. Will create independence and improve resilience. These issues</p>	

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	<p>should be considered for new developments / planning process going forward i.e, Nelson / City Deal. Other opportunities include Ty Penallta and other PSB organisation's estates. It was noted that the electric vehicle charging infrastructure is non-existent. PC stated that CCBC are developing an electric vehicle strategy and that this could be shared with the PSB.</p> <p>Members responded positively with keenness to move forward. It was noted that Caerphilly is the only PSB looking at this work area. CH noted that the PSB has not identified a lead officer for this work. JF confirmed that support could be available from Green Growth Wales although they are awaiting a funding announcement to be agreed by WG. PK stated that there were opportunities to look at the police estate and that they could be co-leads. CH agreed that CCBC could share the lead with the Police as CCBC own 800 of the 1000 building mapped. CH said she would be keen to work with JF to create a PSB Asset Management Strategy.</p> <p>JG added that NRW has their Carbon Positive Project that overlaps with this work. He is keen to link the two together. JO stated that WG are looking at a National Assets Strategy and will make the links. He added that he would make enquiries into the funding / remit announcement for Green Growth Wales.</p>	<p>CH/JF</p> <p>JG</p> <p>JO</p>
7.	<p><u>Update on 'Caerphilly Delivers' – the LSB Single Integrated Plan</u></p> <p>KP informed the group that all reports for quarter 3 were available on the Caerphilly PSB website and the final report of the Single Integrated Plan will be in June 2018.</p> <ul style="list-style-type: none"> • ST presented the GAVO Third Sector Report and provided the following info : 293 volunteers placed, increase in Trustees inquiries, £323,000 raised, 38 Networks / forums held, 46 strategy planning groups attended, Volunteer Awards and One Beat event held. <p>Challenges were identified with the closure of Communities First leading to a reduction of staff and increase workload for remaining staff. There are also challenges with changing eligibility criteria for funding streams.</p> <p>Third sector agreements are currently being revised in line with Well-being Plans</p> <p>KP provided a brief summary of the remaining reports :</p> <ul style="list-style-type: none"> • Greener – there has been a reduction in the number of schools holding ECO Schools Green Flags, partly due to the reduced level of support now provided to schools. Fochriw Primary School has won a national award in the Better Energy Schools Awards for their project 'Getting Totally Clued Up on the Red Kite'. • Healthier – Presented an update on the Large Scale Change project which aims to get more women and girls active. This project is focused in the north of the county borough • Learning – focused on the changes to Welsh Government Anti-Poverty programme funding – the introduction of a super grant merging 10 existing grants into 1 funding stream within the local authority. This is being piloted in Torfaen and Newport. • Prosperous – Reported on the City Deal and Valley Task force progress. Also detailed work with CADW on maximising the tourism linked to Caerphilly Castle. • Safer - Highlighted the successful engagement events held in Cwmcarn and 	

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	<p>Rhymney. The content of the reports was noted.</p>	
8.	<p><u>Partnerships Scrutiny Committee and Recommendations</u></p> <p>KP presented a verbal report providing a update from the meeting on 20th Feb 2018. The Committee have been asked to change their meeting dates to fall in line with the PSB's reporting process.</p> <p>The Lead Officers from the Single Integrated Plans themes attended to widen the discussion and remit of the committee. The final draft of the Caerphilly Well-being Plan was discussed and signed off. The Performance Accountability Framework will be on the agenda for their next meeting.</p> <p>KP confirmed that the Committee, at a previous meeting, had recommended that 'affordable and suitable housing' be included within the Well-being Plan. This was agreed and has been included in the Delivery Plan. She added that the Committee has made a second recommendation that the PSB holds public meetings. This will be for discussion at the next PSB meeting.</p>	KP
9.	<p><u>Chair's Correspondence</u></p> <p>The following items were circulated for information :</p> <ul style="list-style-type: none"> • First 1000 Days Collaborative letter • Response to the Future Generations Commissioner on decarbonisation • Letter to Cllr Dawson regarding Fleur de Lys Institute • Letter to Cllr Pritchard (Chair Partnerships Scrutiny Committee) regarding the need for a stronger focus on providing 'sustainable, affordable housing' within the Well-being Plan <p>CH informed the group that the draft CCBC Regeneration Strategy 'A Foundation for Success' will be out for public consultation shortly. This document focuses on work within the City Deal, Valleys Task Force and local ambitions. This group will be included in the consultation process. Setting up a Regeneration Board is also being considered. Approval will be via CCBC Cabinet. CH welcomed PSB members input.</p> <p>KP asked the group whether the 6 monthly Standing Conference events, delivered since 1999, now needs reviewing. KP asked whether this was the time to change to an Annual PSB conference – which would be a large event links to the Well-being Plan's Annual Report. There is also a need to review the invitation list as the last event was dominated by local authority staff. Members thought this was a good idea and could lend itself to be a celebration event.</p>	ALL KP
	<p><u>Date of Next Meeting:</u> The next meeting of the PSB would take place on Tuesday 5th June 2018 in the Sirhowy Room, Ty Penallta, commencing at 9.30 a.m.</p> <p>Agenda Items: City Deal Bids CCBC 5 Year Welsh Language Strategy 'The Caerphilly We Want' Well-Being Plan 2018-2023 Delivery Plans Recommendation from Partnerships Scrutiny Committee Safer Gwent Governance Proposal</p> <p>There being no further business the Chair closed the meeting.</p>	Cllr DP tbc KP KP NT

Enabler				
Ref.	Topic	Lead	Lead Officer(s)	Policy Support
1.	Working Together	All Member Organisations		Paul Cooke, CCBC
2.	Communications	PSB Communications and Engagement Group	Kathryn Peters, CCBC	Mandy Keenan, CCBC
3.	Procurement	Caerphilly County Borough Council	Liz Lucas, CCBC	Vicki Doyle, CCBC
4.	Asset Management	Caerphilly County Borough Council with Gwent Police	Mark Williams, CCBC and Kieran McHugh, Gwent Police	Tracy Evans, CCBC Local Partnerships

Action Area				
Ref.	Topic	PSB Champion	Lead Officer(s)	Policy Support
1.	Best Start in Life	Public Health Wales: Meredith Bowley – Deputy Director	Sarah Mutch, CCBC	Sian Wolfe-Williams, CCBC
2.	a) Volunteering	Gwent Association of Voluntary Organisations : Martin Featherstone	Steven Tiley, GAVO	Alison Palmer, GAVO/CCBC
	b) Apprenticeships	Caerphilly County Borough Council Christina HARRY	Tina McMahan, CCBC	Vicki Doyle, CCBC
3.	Good Health and Well-being	Aneurin Bevan University Health Board : Bronagh Scott	Ali Gough, ABUHB	Sian Wolfe-Williams, CCBC
4.	a) Safe Communities	Gwent Police : Nicholas McLain	Chief Inspector TBC	Natalie Kenny, CCBC
	b) Resilient Communities	Caerphilly County Borough Council Christina HARRY	Mark S Williams, CCBC	Paul Cooke, CCBC
5.	Protect and Enhance the Local Natural Environment	Natural Resources Wales: Ceri Davies	Helen Fletcher, NRW	Tracy Evans, CCBC