



PUBLIC SERVICES BOARD – 4TH DECEMBER 2018

SUBJECT: PERFORMANCE MANAGEMENT FRAMEWORK AND HALF-YEAR PROGRESS UPDATES

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

1. PURPOSE OF REPORT

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

2. SUMMARY

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

3. LINKS TO STRATEGY

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

4. THE REPORT

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

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

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

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

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

5. WELL-BEING OF FUTURE GENERATIONS

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

6. EQUALITIES IMPLICATIONS

6.1 There are no equalities implications in this report.

7. FINANCIAL IMPLICATIONS

7.1 There are no financial implications in this report.

8. PERSONNEL IMPLICATIONS

8.1 There are no personnel implications in this report.

9. CONSULTATIONS

9.1 This report reflects the views of the consultees.

10. RECOMMENDATIONS

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

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

11. STATUTORY POWER

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

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

Appendices:

Appendix 1 - Half-year Performance Reports

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

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date: 4th December 2018

Enabler: E2 Communications & Engagement

Contribution to the 4 Well-being Objectives:

Positive Change —

Positive Start —

Positive People — Effective communication and engagement will be crucial in supporting the Caerphilly Public Services Board in striving towards achieving its vision and is fundamental to the “Involvement” element of the sustainable development principle.

Positive Places —

Contribution to the 7 Well-being Goals:

Effective communication and engagement is intrinsic to the development of a prosperous Wales, a resilient Wales, a healthier Wales, a more equal Wales, a Wales of cohesive communities, a Wales of vibrant culture and thriving Welsh language, and a globally responsible Wales

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

Evidence

Review and Update tasks

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

Identify, Map and Develop communication and engagement opportunities

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

Branding and Social Media

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



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

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date:
4th December 2018

Action Area: E3 Procurement and Commissioning

Contribution to the 4 Well-being Objectives:

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

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

Contribution to the 7 Well-being Goals:

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

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

Evidence

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

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

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



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

Guidance sought from the Public Services Board

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date:
4th December 2018

Enabler: E4 Asset Management

Contribution to the 4 Well-being Objectives:

Positive Change — Encourage partners to work together

Positive Start —

Positive People — Providing local 'community hub' facilities for people to ensure they access key services

Positive Places — Managing our green infrastructure to ensure a low carbon society

Contribution to the 7 Well-being Goals:

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

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

Evidence


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

Delivery Plan completed and shared with partners

Asset Map developed for all PSB Partner sites

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

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

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

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

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date: 4th December 2018

Action Area: AA1: Best start in life

Contribution to the 4 Well-being Objectives:

Positive Change—embedding prevention into all that we do

Positive Start—providing the Best start in life for current and future generations

Positive People—securing the best outcomes for current and future generations

Positive Places— supporting more resilient communities, prosperous economies and stronger societies by reducing inequalities.

Contribution to the 7 Well-being Goals:

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

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

Evidence

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

Action Plan completed and shared with partners.

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

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

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

6 Trainers qualified to deliver ACEs training across multi sectors.

Theory of Change model developed for Children First pilot zones.



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

Guidance sought from the Public Services Board

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

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date: 4th December 2018

Action Area: AA2A Volunteering

Contribution to the 4 Well-being Objectives:

Positive Change— developing a recognition of value and benefit of volunteering for well-being and encouraging involvement in the enablers

Positive Start— embedding and supporting volunteering with children and families to develop citizenship

Positive People—providing opportunities to develop a culture of sharing skills, supporting each other and promoting active citizenship

Positive Places— supporting resilient and cohesive communities by bringing people together for community action

Contribution to the 7 Well-being Goals:

The Volunteering delivery plan contributes to all 7 Well-being Goals by encouraging the involvement of citizens in local community action. Volunteering is particularly relevant to Healthier Wales, More Equal Wales, Cohesive Communities, Vibrant Culture and Thriving Welsh Language.

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

Evidence

Volunteering Delivery plan considered by first workshop and notes and comments circulated to group members, further meeting arranged for 5/12/18 to agree revised plan confirm immediate tasks and leads.

Steering group membership reviewed

Connections made with Apprenticeships Action Area

Discussions with CCBC Corporate Volunteering Champion, Dave Street.

New Volunteering Wales platform being populated with volunteering opportunities for all ages and abilities

Annual Volunteering Awards in September incorporated Mayor's Award, and awards sponsored by partners, consideration for next year how the Awards could incorporate new categories for corporate social responsibility / additional PSB partners



Ref	Key Tasks	Progress years 1-2
A	Develop a coordinated approach to volunteering to enable all PSB partners to promote volunteering for well-being effectively	<p>PSB members invited to identify contact within their organisations for future involvement in Volunteering theme and invited to first workshop on 4/9/18</p> <p>Officers have met to review the membership to identify steering group</p> <p>Steering group meeting on 5/12/18 will revise action plan based on workshop and identify immediate tasks and leads</p>
B	Corporate social responsibility to enable staff of PSB organisations to volunteer.	<p>Volunteering Champion, Martin Featherstone and Policy Support met with Dave Street, CCBC Volunteering Champion to discuss the action area and progress on corporate volunteering</p> <p>Agreed to arrange a meeting with Tanya Strange, ABUHB Frind I Mi, to discuss their approach to recruiting staff, policies and procedures</p> <p>Discussions to be arranged with other PSB members to identify good practice in corporate volunteering</p>
C	Recognise and utilise volunteering as a first step to the employment market.	<p>Volunteering Lead, Stephen Tiley, attended the Apprenticeships workshop to make links</p> <p>Stephen Tiley meeting with Tina McMahon on 10/12/18 to look at synergies between Volunteering and Apprenticeships.</p>
D	Provide volunteering opportunities that are appropriate for all ages and sectors of the community.	<p>Work is ongoing to populate the new Volunteering Wales platform with opportunities and sign up organisations, including PSB partners to the site.</p> <p>Volunteering team will be contacting identified PSB contacts to introduce the site.</p>
<p>Guidance sought from the Public Services Board</p> <p>No exceptions to report</p>		

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date: 4th December
2018

Action Area: AA2b Apprenticeships

Contribution to the 4 Well-being Objectives:

This Action Area will make significant contributions to the Positive People Objective

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

Contribution to the 7 Well-being Goals:

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

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

Evidence

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

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

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

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

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date: 4th December 2018

Action Area: AA3 : Good health and well-being

Contribution to the 4 Well-being Objectives:

Positive Change—embedding prevention into all that we do

Positive Start— providing the Best start in life for current and future generations

Positive People—securing the best outcomes for current and future generations

Positive Places— improving services, improving health and well-being

Contribution to the 7 Well-being Goals:

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

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

Evidence

Good health and well-being Delivery Plan completed


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

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

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

NCN and Third Sector workshop held 22nd November 2018

Well-being at work events

Share your Story  Draft Winter Plan in place.

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

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date:
4th December 2018

Action Area: AA4 – Safer Communities

Contribution to the 4 Well-being Objectives:

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

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

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

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

Contribution to the 7 Well-being Goals:

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

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

Evidence

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

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

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



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

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

Guidance sought from the Public Services Board

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

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date: 4th December
2018

Action Area: AA4b Resilient Communities

Contribution to the 4 Well-being Objectives:

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

Contribution to the 7 Well-being Goals:

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

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

Evidence

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

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

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

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



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

Caerphilly Public Services Board Well-being Plan

Six Monthly Performance

Date: 4th December 2018

Action Area: AA5 Natural Environment

Contribution to the 4 Well-being Objectives:

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

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

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

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

Contribution to the 7 Well-being Goals:

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

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

Evidence

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

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

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