

**Caerphilly Public Services Board
Notes of Meeting**

Held at 14:00pm on Thursday 25th March 2021 as a Teams virtual meeting

Present:

Name	Organisation represented
Cllr Philippa Marsden (Cllr PM)	Caerphilly County Borough Council (Chair)
Nick Wood (NW)	Aneurin Bevan University Health Board (Vice Chair)
Christina HARRY (CH)	Caerphilly County Borough Council
Shelley Bosson (SB)	Aneurin Bevan University Health Board
Steve Morgan (StM)	Natural Resources Wales
Superintendent Mark Hobrough (MH)	Gwent Police
Mererid Bowley (MB)	Public Health Wales
Mark Alexander (MA)	Welsh Government
Karen Turner (KT)	National Probation Service
Keith Meredith (KM)	South Wales Fire and Rescue Service
Comm Cllr Judith Pritchard (Cllr JP)	Town and Community Councils (Gelligaer)
Cllr D Tudor Davies (Cllr DTD)	South Wales Fire and Rescue Authority
Stephen Tiley	Gwent Association of Voluntary Organisations

In Attendance:

Sarah Mutch (SM)	Caerphilly County Borough Council
Michelle Jones (MJ)	Parent Network
Alison Gough (AG)	ABUHB Healthier Wellbeing
Sian Wolfe- Williams (SWW)	Policy Officer, CCBC
Kathryn Peters (KP)	Corporate Policy Manager, CCBC
Hayley Lancaster (HL)	Senior Communications Officer, CCBC
Paul Cooke (PC)	Senior Policy Officer, CCBC
David Llewellyn (DL)	Aneurin Bevan University Health Board
Donna Littlechild (DLi)	Natural Resources Wales
Ian Evans (IE)	Procurement and Information Manager, CCBC
Joanne Regan (JR)	Aneurin Bevan University Health Board
Sonya Foley (SF)	Policy Officer, CCBC
Paul Massey (PM)	Policy Officer, CCBC
Sarah-Jayne Irish (SI)	Development and Monitoring Manager, CCBC
Andrew Griffiths (AG)	Employment Manager, CCBC

Apologies:

Amanda Lewis (AL)	National Probation Service
Huw Jakeway (HJ)	South Wales Fire and Rescue Service
Allan Dallimore (AD)	Regeneration Services Manager, CCBC
Sue Richards (SR)	Caerphilly County Borough Council

Introductions and Apologies

The Chair welcomed PSB members to the meeting and noted the apologies which have been recorded in the previous table. She also highlighted the additional agenda item at #10. She also noted that communications support would be provided by HL from CCBC, who would be providing the social media feeds from the meeting.

1. Notes of the Meeting held on Friday 22nd January 2021 and Matters Arising

a. Amendments

There were no amendments to the draft minutes they were agreed as an accurate record.

b. Actions from the Previous Meeting

There was one action – to arrange for the Natural Resources Wales presentation to be added to the next G10 agenda. KP has requested this via the Chief Executive’s office in Newport.

Action: The presentation would be circulated after this meeting (PM)

2. Presentation - Early Years Best Start in Life (BSIL) Update

SM gave a presentation on this topic. They had rationalised the delivery plan to focus on the one main area that still incorporates the plan’s three original targets. They have learnt a lot over the last year during the pandemic after developing the model and implementing the plan. The project was a collaboration across the region to provide early years services, from antenatal to aged 7 and it works to remove the barriers to integration of delivering early years services.

The three Local Authorities, Caerphilly, Blaenau Gwent and Newport were already in the scheme and they were looking for Monmouthshire and Torfaen to join during 2021.

There were 4 main areas to work on – How to improve the outcome for families now and in the future, thereby reducing inequalities, improving staff morale and impact positively on the affordability of services and prevent families reaching crisis point.

They had totally revamped the plan during the last 6 months after encountering many challenges. From April, the whole Borough of Caerphilly would be moving to an antenatal to aged 7 Early Years service. Planning was now focussing towards the transition in New Tredegar and in Phase II during the summer term which was proposed to be in Lansbury Park and St James’ and surrounding area from September.

After a very busy time they felt it was important to pause and evaluate and then integrate the systems incorporating good communication given the huge number of staff involved in early years provision.

SM highlighted 3 case studies with different issues that needed to be addressed ranging from additional language support needs, to behavioural issues, to difficulties in accessing transport to attend health related appointments. In each case there were significant improvements and successes for the children and families using the BSIL “Team in the community” approach to working. They have used all this information and experience to develop the model using an holistic approach. The fundamental part of this was keeping the support in the community.

Sarah then set out the next steps for the project and asked for approval from the Board if it was happy to:

- approve the next phase to start in St James
- support the single model to be used as a consistent model Gwent wide priority moving forward

Cllr JP queried whether the right balance of specialists was available and whether anyone discussed family planning and if toileting facilities were available. SM responded by saying that although Caerphilly hosted the steering group the specialists were working as a Gwent team and funding has been significant to help support the project. She was confident that the support was robust, with the right people in the right place and at the right time, with all the teams working together. They work closely with the relevant teams and GPs to provide family planning advice and making sure families have access to the information and support. And in Gwent, there is good, fit for purpose system providing support and coordination in providing help for toileting issues.

The Board approved the two steps enabling the team to progress proposed above.

The presentation was circulated to members following the meeting.

3. Presentation- Gwent Procurement Cluster Update

IE gave a presentation on this item. He said that Welsh Government had appointed an organisation called the Centre for Local Economic Strategies (CLES) to work across 5 PSB clusters across Wales including the Gwent group (GSWAG). The group had the aim of improving procurement processes and approaches to better support economic, environmental, social and cultural wellbeing for local communities and organisations. He set out the progress so far and future timetable for developing implementation plans for a collective approach culminating in the planned implementation from December 2021.

He summarised that the programme supports and further enhances the original purpose of the Procurement Delivery Group where standardisation was key and how the market could be prepared better to meet the needs of communities in Wales. Further workshops were due to be run and they intended to share the lessons learned and best practise across Wales as well as take into consideration the impact of Brexit (and thus post EU rules) and the Covid pandemic.

StM found the presentation helpful. He wondered if there was conflict between Welsh Government's "Managing Welsh public money policy" and the aims of the Wellbeing of Future Generations Act (WoFGA) and the Environment Act to drive the changes being sought. IE responded that the WoFG legislation was key to the procurement priorities of GSWAG and that he believed that Welsh Government would be reviewing their guidance that would also be also reviewed with WoFGA in mind.

Action1: IE to share (via the PSB secretariat) the statement from the National Procurement Service for Wales on the how policy for procurement post Brexit would initially be to follow the UK Government Green Paper before additional Welsh initiatives would integrate into the procurement process after the forthcoming election.

Action2: MA to share any updates re procurement guidance from Welsh Government post-election.

Action3: PM to share the presentation with attendees and members following the meeting.

4. Action Plan Review and Recovery Priorities

The lead officers for each activity area gave a summary of the key issues supporting their documents previously circulated with the agenda.

a. Procurement – IE

Several workstreams were currently running where the procurement group would be looking to explore additional avenues for working with others and meeting the objectives in their delivery plan.

b. Best Start in Life – SM

SM felt that their delivery plan was challenging but would make significant differences to families and the teams working in early years. They were exploring what databases were available to develop a shared data system that could be accessed across all partners. They would also need PSB support with any issues regarding this if they had problems. They wanted to make sure that they ended up with one model rather than 5 different models across 5 PSBs in Gwent. This would be more important in the context of a Gwent PSB.

c. Volunteering – ST

ST said the joint appointment volunteering support officer (Gavo with CCBC) had been appointed to support the Buddy Scheme and Caerphilly Cares and is working to support the volunteering aspects of the Caerphilly Cares model. He also gave an update on the Volunteering Wales platform and explained that they were planning on running their volunteering awards this year after missing out last year due to Covid.

GAVO had changed some of the priority areas just before lockdown in the delivery plan and annotated the plan to show activities that had been completed (in italics) and the revised activity targets. ST particularly noted a target linked to the food poverty programme. Next steps were to reform the strategy group and identify the practical tasks over the next few months.

Cllr JP thought there was great emphasis on getting placements for volunteers but not much on groups receiving help and support for example in gaining grants. ST responded by explaining that the delivery plan was produced by the priorities set by the PSB but GAVO were also supporting voluntary organisations in areas such as applying for funding. But they could consider including more of this work through when strategy group consider the delivery plan.

CH appreciated the progress in the delivery plan and was impressed and heartened by the feedback she had witnessed in for example volunteers working alongside staff delivering the vaccination program. It was also important not to lose that momentum and enhanced reputation. ST explained that the strategy group were already looking at this to make sure that the increased interest and opportunities continued.

DL would also be keen to work with GAVO.

KP also informed members of the Caerphilly corporate volunteering scheme policy which was being developed and would be presented to scrutiny for decision in June, this is building on from the Buddy scheme that was run last year.

Action: KP to share the details with StM.

d. Apprenticeships/Employability – AG/S-JI

S-JI expressed gratitude for those who had responded to their request for feedback on their plan. They still had a focus on apprenticeship but were spreading support wider to general help with employability. Matching people to the right opportunities was important and tailoring the support and education that was required. They would also be working with job centres to find out what their customers needed so shape the work of the group. They also have the Caerphilly Academy programme in place that didn't run last year but already have several apprenticeship placements ready to run.

SJ-I also offered to work with PSB members individually.

e. Good Health & Wellbeing – AG /DL

Like many other delivery plan areas, Covid had adversely affected plans last year. However, following this they had invested in the third sector to help run programs including: MELO mental health support with MIND, additional support officers for Age Cymru, both of which worked well. Anecdotal evidence from GPs also highlighted an increase in domestic abuse during Covid and the IRIS scheme would help identify individuals who could be provided with support. They had explored linkages with the Caerphilly Cares program and "Green prescribing" whereby GPs prescribe physical activity in Green spaces in Caerphilly as well as other programs assisting with mental health issues.

They were looking forward to making further progress over the next year particularly supporting post Covid issues, including assisting with the vaccination of housebound people. At the next meeting they hoped to provide more detailed data on the program.

StM asked what the feedback was from patients receiving "Green prescriptions". DL hoped to give feedback following the pilot study where recipients would be providing feedback on the scheme and DL would report after this.

ST was grateful for the feedback received on the training support on EPP provided online and would pass this back to the team.

f. Caerphilly Cares – TM/SF

SF gave a summary on progress with this new activity area. This was a single gateway for users to access support throughout the process rather than signpost individuals to different types of support. The system was due to go live on 6 April with an initial delivery plan using the Universal Gateway model supporting some of the most vulnerable people in communities for varying needs ranging from social isolation, money worries, employability and health.

Cllr JP asked how the service fitted in with the debt advice from Citizens Advice Bureau and the IAA service from Social Services. SF responded that they were working with the other agencies to cover multiple/ holistic needs rather than addressing single issues and avoiding signposting individuals to other agencies, supporting them throughout the process.

5. G10 Gwent PSB Governance Update Report and Formal Agreement to Merge

KP introduced her report on the Gwent “G10” Leadership Group’s intentions to merge the 5 PSBs in Gwent into a single Gwent PSB following their decision in January and the key issues contained within it. The Board was asked to approve the dissolution of the Caerphilly PSB with its last meeting taking place in June and the newly formed Gwent PSB beginning from September 2021. The decision by the Caerphilly PSB would be reported to the Partnerships Scrutiny Committee on 15th July 2021. The Board would also need to consider the development of a local assessment of wellbeing for Gwent over the period May 2021 to May 2022, thereafter developing a Gwent Wellbeing Plan 2023-2028. In the meantime, the current Caerphilly Wellbeing plan would be implemented as scheduled until 2023.

KP stressed that it was important that as well as regional level working, local projects would continue and the scrutiny and governance arrangements for this would be developed over the next few months but it was recommended that a local senior leads group would still need to exist with additional membership from the Town and Community Councils.

The Voluntary Sector Liaison Committee and Town and Community Council Liaison Committee had been consulted about the merger and both expressed concerns.

The recommendations to the Board were to:

- Agree to dissolve the Caerphilly PSB after the June 21 meeting
- Agree that, if necessary, the decision will be confirmed at the internal governance structures of the members
- Note that the local assessment of well-being necessary to develop a Gwent Well-being Plan for 2023-2028 must pick up some momentum to meet the statutory timelines and agree to commit resources, in collaboration, to this task
- Determine what local delivery arrangements need to continue post September 2021 both for the existing well-being plan and the new one
- Consider and comment on the proposed regional scrutiny

Cllr DTD had recently chaired a meeting of the Fire Authority at which the merger was considered. Members unanimously endorsed the amalgamation of the 5 PSBs into one Gwent PSB.

Cllr JP highlighted two corrections to the report needed to be made – CH was the Chief Executive (CE) of Caerphilly CBC and not the interim CE (also in the report in agenda item 7); and in reference to the consultations outlined in paragraph 10, the letter was from the local Community and Town Council Caerphilly Liaison Committee but was written by the Clerk to Risca Town Council. Cllr JP asked that both errors were corrected. Cllr JP also stated that she represented the views of the town and

community councils committee. Although she could see a case for a Gwent Public Service Board it was essential to maintain a local forum. She stated her reservations in moving to a Gwent Board at this stage.

Action: PM to amend reports for item 5 and item 7 appropriately and replace the original papers on the Caerphilly PSB website.

CH further explained the reasons in support of moving to a regional Gwent PSB, setting out the benefits and common aims of working together regionally but at the same time ensuring that a local partnership group would focus on Caerphilly's issues and requirements. She also said that constitutionally the council would be engaged on this matter with a report planned to Council. The Chair acknowledged the concerns highlighted by Cllr JP and the need for full scrutiny and governance in dissolving the local PSBs in favour of a regional PSB but ensuring that the local issues were covered.

KP also clarified that the current Wellbeing delivery has issues at a regional level and at local level and it was likely a two-tier planning system would materialise with local and regional issues in the next well-being plan

StM, SB and ST and were cautiously supportive of the proposal as they too were concerned that the scrutiny should not be moved too far away from the local communities and that it was important to ensure that a local partnership group would continue. MA said that the merger would be a test for the Well-being of Future Generations Act's goals and perhaps KP could consider amending any discussion papers to reflect this.

Cllr JP proposed that the decision be deferred on voting to move to a regional board until it had received full consideration and further engagement with scrutiny. This proposal was not seconded and so the PSB voted on the proposals in the paper and accepted them All members voted in favour of the proposals apart from Cllr JP who voted against.

6. PSB Annual Report

KP introduced her report and explained that the Caerphilly PSB annual report last year ran until September 2020 instead of July 2020 due to Covid. She notified Board members that discussions had taken place with the Local Government Team at Welsh Government and the annual report this year would also subsequently run until September 2021 which would be in line with the plans to begin the Gwent Service Board in September.

7. Socio-economic Duty Partnership Working

KP also introduced her paper explaining that commencement of Part 1 of the Equality Act 2010 in conveying the new socio-economic duty and its application to public bodies working in partnership. She also said that the Board would continue to act in spirit of the Act and that support officers would be developing a new impact assessment process encompassing the new duty and the Future Generations Commissioners framework for projects, which follows the Well-being of Future Generations Act 2015. This would apply for Caerphilly PSB and for the merged Gwent PSB.

8. Update on Regional Partnership Board (RPB)

NW gave an update on the Regional Partnership Board which had met the previous Tuesday. He gave a summary of the positive news regarding the high uptake of Covid vaccinations. He also said that just over £1m of slippage funding from the Integrated Care Fund (ICF) had been allocated to various projects. Funding for ICF was due to end this year but had been extended for another year, as has the Transformation Fund, of £8.3m, aligned to the Healthier Wales principles with a wide range of projects to support. Support for the Regional Commissioning of Care Home Placements would also be running out but the team was looking how they would continue commissioning on a regional basis. Additionally The RPB was meeting this afternoon and was looking at a white paper on future roles.

Cllr JP also wanted to thank and congratulate ABUHB on its success with the vaccination programme. She also stressed the need to ensure that mental health continues to be supported along with physical health issues following all the effort in tackling Covid. The Chair asked for thanks from the PSB to be conveyed to the RPB.

9. Questions from the Public

There were no questions from the public.

10. Violence Against Women Domestic Abuse and Sexual Violence

CH introduced the subject of how Caerphilly CBC was acting to tackle violence against women following the recent Sarah Everard case. In particular, CCBC undertook an equality impact assessment of the project for LED lighting in the borough and would be using all the data available to review the programme after a year to find out lessons learnt. The proposal was to formulate a group with Gwent Police and consider the results from the implementation of the project and this would feed into the overall review. She also reinforced the idea that the issue was a much bigger than street lighting but making sure the streets were safe for people generally.

MH wanted people to know that the police were monitoring crimes closely to make sure that people felt safe and were making improvements where needed by working together. Careful thought was also needed about how to deter offenders especially as the economy gradually moves toward normality following Covid.

StM was keen work together to link safety considerations in mapping the Green Spaces programme. Cllr JP also wanted to highlight a constituent's view that the issue of safety was not exclusive to women and that young men in particular were also at great risk from attack outside the home. The Chair and MH agreed that it was important to ensure everyone's safety and this was always a high priority but that women's safety was a particular issue that had been highlighted recently that needed special attention.

11. Information Items

StM introduced his report on the State of the Natural Resources (at item 10) that had been circulated to members. He hoped it would influence decisions in the future and urged everyone to read the report and explore the links within it. He hoped to speak at greater length on a local level at a future PSB meeting.

12. Date of Next Meeting

The Chair apologised for going over the time allocated for the meeting. The next meeting would be held on 24th June 2021.

Meeting closed.

Action Summary

Agenda Item #	Action detail	Responsible
1	Circulate presentation from Natural Resources Wales from previous meeting (22 Jan)	PM
3	1. Share (via the PSB secretariat) the statement from the National Procurement Service for Wales on the how policy for procurement post Brexit would initially be to follow the UK Government Green Paper before additional Welsh initiatives would integrate into the procurement process after the forthcoming election.	IE

	<ul style="list-style-type: none"> 2. To subsequently share any updates from Welsh Government post-election 3. Share the Gwent Procurement Cluster update presentation with attendees and members following the meeting. 	<p>MA</p> <p>PM</p>
4(c)	Share details of CCBC's corporate volunteering scheme policy with ST	KP
5 and 7	PM to amend reports for item 5 and item 7 to reflect errors and replace the original papers on the Caerphilly PSB website	PM