

## G10

**MEETING DATE: 8 June 2021**

**SUBJECT: Progress report - Regional PSB**

*Report written and submitted by: GSWAG Governance Group  
Author: Kathryn Peters- Corporate Policy Manager Caerphilly*

<b>1</b>	<b>Areas Affected</b>
1.1	Gwent
<b>2</b>	<b>Purpose of Report</b>
2.1	<p>The update G10 on progress towards a Gwent PSB from September 2021:</p> <ul style="list-style-type: none"><li>• Terms of reference</li><li>• Local Delivery Partnership arrangements</li><li>• Membership of the Gwent PSB</li><li>• Regional scrutiny</li><li>• Performance</li><li>• Links to other regional boards</li><li>• Openness, transparency and identity of the Gwent PSB</li><li>• Progress towards a Gwent well-being assessment and plan<ul style="list-style-type: none"><li>○ Assessment</li><li>○ Engagement</li></ul></li></ul>
<b>3</b>	<b>Background</b>
3.1	<p>Following the last update to G10 (2.3.21) work has been ongoing in the three officer groupings: <i>Governance, Assessment and Engagement</i> towards the two areas of focus:</p> <ol style="list-style-type: none"><li>1. Delivering a Gwent PSB by September 21</li><li>2. A regional well-being assessment</li></ol>
3.2	<p>The Governance Group has been working to develop the necessary arrangements for the Gwent PSB to form in September 2021. This has included reports to all current PSBs, and work with democratic services leads to develop arrangements for regional scrutiny of the Gwent PSB and its assessment and planning. Work over the coming months will be to ensure governance sign-off within member organisations, including reports to the respective Councils.</p>
3.3	<p>The Assessment and Engagement Groups have been meeting frequently</p>

	and have gathered in involvement from all the regional well-being partners. Links have also been made with the Regional Partnership Board arrangements for delivery of the regional needs assessment and where possible data gathering and engagement activity will feed both the assessments under the Well-being of Future Generations Act, and the Social Services and Well-being Act.
<b>4</b>	<b>Timeline</b>
4.1	G10 have stated their intention to reform as a Gwent PSB from September 2021 and officers have been working to ensure that this can happen. To give some flexibility the recommendation is that the first meeting is set for late September this year. Reports to the respective PSBs have highlighted the need to take any decisions through individual member's organisational governance structures as appropriate.
4.2	The regional well-being assessment will need to be complete and signed off by the statutory members individually, and by the PSB collectively, by the 5 <sup>th</sup> May 2022. The development of the well-being assessment also requires the input of the Future Generations Commissioner and Welsh Government. All groups are working to the assessment timeline attached at Appendix 1.
	<b>Recommendation 1: Individual G10 members ensure that any required decision-making reports are included in forward work programmes in time for the Gwent PSB to form by September, and for the local assessment of well-being to be agreed by 5<sup>th</sup> May 2022</b>
<b>5</b>	<b>Terms of Reference</b>
5.1	The draft Terms of Reference at Appendix 2 have been developed based on the 5 existing terms of reference, Schedule 3 to the Act, the reported discussions at the meetings to dissolve the existing PSBs and the discussion at the last G10 meeting on the 2 <sup>nd</sup> March.
5.2	The terms of reference must be agreed at the first meeting of the Gwent PSB (Schedule 4 Article 4). However, a steer is needed from G10 on content with particular reference to the proposed <i>Local Delivery Partnerships</i> .
5.3	The terms of reference can be agreed by the four statutory partners acting together, however given the 'collaboration' element of the sustainable development principle it may be favourable that they are agreed by the full set of members of the new board at its first meeting.
5.4	As the member bodies, most pertinently the Councils, are negotiating passage of the governance decision and there are tensions and concerns about the Local Delivery Partnerships it may be advisable for G10, as the

	precursor body, to give their 'in principle' agreement either today, or shortly after this meeting. This will enable the views of G10 to be reported to the constituent Councils and may help to alleviate any concerns about a lack of engagement and delivery in locality areas.
4.5	The terms of reference and membership of the Local Delivery Partnerships have not yet been drafted but will also need to be agreed at the first meeting of the Gwent PSB to ensure continuity of delivery of the 5 existing well-being plans which run until 2023. Local Delivery Partnerships will need to include senior officers, with the ability to take decisions and direct resources, from all the Gwent PSB member bodies, and any local partners who are currently represented on the 5 PSBs but will not be at the Gwent PSB e.g., RSL's, tertiary colleges, community councils, youth forums etc. The Local Delivery Partnership arrangements may differ in membership and scope but as a minimum will need to provide for the delivery of local priorities set out in the Gwent well-being plan and any local contribution to regional priorities.
4.6	The current thinking is that, for the new Gwent Well-being Plan 2023-2028, there are likely to be a set of overarching well-being objectives which will be met by regional and local activity. There are likely also to be local actions which will be particular to a locality and determined by more local data and assessment. The Local Delivery Partnerships will be tasked with contributing to the regional actions as well as delivering any specific local activity.
	<b>Recommendation 2: G10 to consider and comment on the draft Terms of Reference with a view to gaining agreement 'in principle' prior to the first full meeting of the Gwent PSB in September 2021. The agenda for the first meeting of the Gwent PSB will need to agree the terms of reference.</b>
<b>5</b>	<b>Membership and Decision-making</b>
5.1	<p>Previous reports to G10 (2.3.21) have highlighted the need to expand the membership to include the 'invited participants' who do not currently sit on G10. To meet the requirements of the Act and the statutory guidance G10/Gwent PSB will need to extend invitations to the following to become part of the board:</p> <ul style="list-style-type: none"> <li>• Chair of the SWFRA</li> <li>• Welsh Government</li> <li>• National Probation Service</li> <li>• Gwent Association of Voluntary Organisations (GAVO)</li> <li>• Torfaen Voluntary Alliance (TVA)</li> </ul>
5.2	For the first meeting of the Gwent PSB in September, as a minimum, the statutory members must be present. This means that from the list above

	<p><i>Welsh Government</i> and the <i>Chair of SWFRA</i> <u>must</u> be invited to the meeting in order to agree the Terms of Reference, ideally all invited partners would be in attendance.</p>
5.3	<p>The current PSBs include among their membership:</p> <ul style="list-style-type: none"> <li>• An RSL</li> <li>• Further/higher education representation</li> <li>• Public Health Wales</li> </ul> <p>Of these, Public Health Wales and a representative of further/higher education are among the list of 'other partners' in the statutory guidance. The Gwent PSB will need to consider whether to invite any, or all, of the above to its first meeting. Currently Public Health Wales sits on all the PSBs.</p>
5.4	<p>Invited participants could be considered at the first meeting of the Gwent PSB with an invitation extended by the Chair in writing (point 16 draft terms of reference). However, some bodies on the list of invited participants e.g. Gwent Police and the Police and Crime Commissioner, are already part of the G10 group.</p>
5.5	<p>As the invited participants are part of the 5 current PSBs, which will have their last meetings over June and July, and to avoid any lack of continuity and criticism, the list at 5.1, with the addition of Public Health Wales should be invited to the September meeting of the Gwent PSB.</p>
5.6	<p>Voting by Public Services Boards is a rare occurrence as most decisions are taken in collaboration. However, should a vote be required the draft terms of reference are written such that any body that is a member of the Gwent PSB will participate in meetings in the same way as statutory members. The current G10 meeting suggests equal status to all members whether they would be statutory PSB members or not. To retract from this arrangement would seem to be a backward step.</p>
5.7	<p>Administering PSBs is a responsibility that falls to the local authority members. To ensure that this burden is shared equally the suggestion is that it rotates around the five local authority members but on a two-year rotation to provide some continuity. The draft terms of references suggest that the Chair holds the role for a period of two years. Where a local authority holds the position of chair the administration role should move with that chair. If another member body took the role of chair the administration would need to be negotiated at that time. A local authority must chair the first meeting of the PSB and every mandatory meeting (after a local government election) thereafter.</p>
	<p><b>Recommendation 3: Consider whether the position of chair should be for a two-year period and agree to nominate the chair at the first meeting of the PSB in September 2021.</b></p>

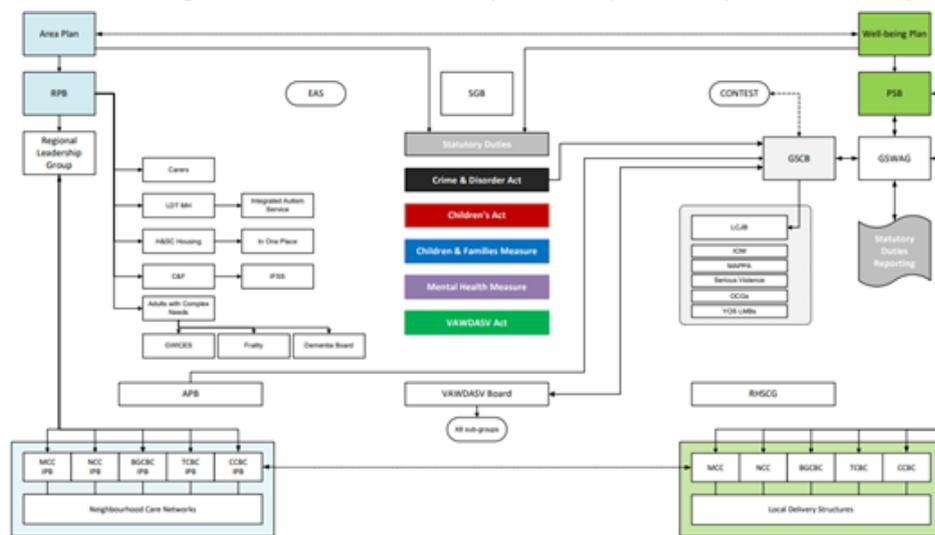
	<p><b>Recommendation 4: G10 consider which authority will host the first meeting of the Gwent PSB and instruct that local authority to make arrangements for the attendance of the list at 5.1 above, and Public Health Wales, to be invited participants at that meeting.</b></p> <p><b>Recommendation 5: The first agenda of the Gwent PSB confirms whether any other members e.g. a representative RSL and a representative from further/higher education be invited to future meetings of the Gwent PSB.</b></p>
<b>6</b>	<b>Regional Scrutiny</b>
6.1	Officers are working with the Scrutiny Managers in each of the five local authorities to work through how the proposed Regional Scrutiny will function in terms of its membership, terms of reference, continued scrutiny of the 5 existing well-being plans until 2023, community safety scrutiny (Police and Justice Act 2006), scrutiny of local delivery under the new Gwent Well-being Plan 2023-2028, host authority etc.
6.2	A request has been made that these deliberations are concluded and taken through Council decision making processes in advance of the summer recess so that the new regional scrutiny can be formed after the summer in time to begin its role of scrutinising the Gwent PSB.
6.3	The first formal activity the regional scrutiny will be involved in will be as a consultee to the new regional well-being assessment (Section 38 of the Act). Given the timeline at Appendix 1 this is likely to be in February 2022. Thereafter, the proposed Regional Scrutiny will take oversight of the Gwent Well-being Plan from 2023.
6.4	<p>The discussions with Scrutiny Managers are considering:</p> <ol style="list-style-type: none"> <li>1. Formation of the regional scrutiny</li> <li>2. The continued scrutiny of the current well-being plan</li> <li>3. Ongoing scrutiny of local level PSB activity once the new PSB is formed</li> </ol>
6.5	To strengthen the relationship with the Regional Scrutiny Committee the Chair and Vice-chair should be aware of the Boards work and should be sent all agendas, minutes, and papers. It may be advisable to extend an invitation to the Chair, and as an alternate the Vice-chair to attend the Board meetings as an observer.
	<p><b>Recommendation 6: Local authority members ensure that decisions around the creation of a Regional Scrutiny are being taken within the respective Councils and that these decisions are considering the ongoing delivery of local priorities, specifically under the existing well-being plans.</b></p>

**Recommendation 7: Consider whether an invitation should be extended to the Chair (or Vice-chair) to attend the meetings of the Gwent PSB as an observer.**

**7 Links to other regional boards – governance of partnership landscape**

**7.1** There are a multitude of partnership boards across the Gwent region that have been established in line with policy, programme or legislative drivers.

*Diagram; Gwent PSB & RPB partnership landscape with statutory duties*



The thematic nature and fidelity to key drivers adds to the complexity of the Gwent landscape. Connectedness and alignment of these boards could be improved and maximised under the Gwent PSB, particularly where boards are delivering activity in-line with the PSB statutory duties, as specified in the PSB statutory guidance.

The Gwent PSB, working closely alongside the Gwent RPB, has the opportunity to reduce duplication, maximise resources, identify shared priorities and achieve closer alignment of policy, programme and legislative agendas, which would potentially improve outcomes for citizens across Gwent.

The Governance group is currently mapping the various boards across Gwent. The work to date has been informal and exploratory to better understand the partnership landscape, where connectivity is good or could be improved, and where there are multifaceted approaches to delivery of the PSB statutory duties and shared agendas, which could be improved by having a clearer governance, accountability and alignment, with a robust performance management framework where shared or common priorities exist.

<b>8</b>	<b>Performance</b>
<b>8.1</b>	A robust performance framework is essential in facilitating the PSB to improve the social, economic, environmental and cultural well-being of Gwent. A framework is being developed to provide an integrated mechanism that focusses on the performance of partnership and collaborative activity that delivers the statutory duties, objectives and priorities of the PSB.
<b>8.2</b>	The framework will facilitate the regional PSB to hold the performance of delivery of its priorities and responsibilities to account and be accountable for its own performance. This will be closely linked to the development of other parts of the PSB governance arrangements including scrutiny arrangements, terms of reference, other Regional Boards and Local Delivery Partnerships, as set out in other sections of this paper. Once further developed details of the performance framework will be presented for consideration.
<b>8.3</b>	The performance framework will need to be driven by a range of qualitative and quantitative data, experiences, research and evidence to allow the PSB to evaluate progress and impact. The PSB will need to have the skills and capacity to support the provision of up-to-date information, analysis and insight on well-being of people and places in Gwent.
	<b>Recommendation 8: That G10 approves the exploration and alignment of regional boards and structures that deliver against the statutory duties and priorities of the regional PSB with a view to then establishing a performance management framework for delivery.</b>
<b>9</b>	<b>Openness, Transparency, and Identity of the Gwent PSB</b>
9.1	Each of the current PSBs has an online presence, with their own websites that host all meeting papers, performance reports, member profiles, the local assessment of well-being, data sets, the well-being plan, action plans, statutory annual reports, public contact points etc.
9.2.	In addition, several have a social media presence through Twitter and Facebook. This includes social media guidance for partners in the use of the PSB identity and logos.
9.3	PSB websites are: <ul style="list-style-type: none"> <li>• <a href="#">The Blaenau Gwent We Want</a></li> <li>• <a href="#">The Caerphilly We Want</a></li> </ul>

	<ul style="list-style-type: none"> <li>• <a href="#">Our Monmouthshire</a></li> <li>• <a href="#">One Newport</a></li> <li>• <a href="#">Torfaen Public Services Board</a></li> </ul>
9.4	The Gwent PSB will need to consider its own openness and transparency and potentially develop a Gwent identity, certainly this will be need for the next round of well-being planning.
9.5	Given the dissolution of the 5 current PSBs over June and July it would be advisable that the Gwent PSB establishes a website in time for its first meeting in September. This need not agree a formal identity at this stage but it would be advisable for one local authority to develop a website on behalf of the Gwent PSB. Noting that the draft terms of reference consider a 2-year rotation of Chair and administrative support it would be advisable that a single local authority takes ongoing responsibility for the website to avoid any missed information in the transfer of the admin around the Gwent local authorities.
9.8	Caerphilly PSB has recently redesigned its website to meet the new internet accessibility regulations. The cost was around £3000 with an annual hosting fee of approx. £300. Welsh Government funding (see below) over recent years has focussed on engagement and the 'involvement' sustainable development principle. It is possible that ongoing costs of the website can be met from this. This year's bid will allow the development of a Gwent website.
9.7	<b>Recommendation 9: G10 agree which local authority will host and develop the Gwent PSB website. Consider how the new Gwent PSB will want to be represented i.e. identity.</b>
<b>10</b>	<b>Gwent Local Assessment of Well-being</b>
10.1	The assessment workstream is progressing well. A structure against which to draft the local assessment of well-being has been agreed, see Appendix 3. The assessment will follow the four pillars in the Act and will assess the area against Social, Economic. Environmental and Cultural Well-being. The assessment will, as required by the Act, break the region down into constituent 'community areas' to consider very local geographic data when it is available. The timelines for the development of the local assessment of well-being is at Appendix 1.
10.2	Drafting tasks have been allocated amongst the 5 local authority policy teams with Natural Resources Wales coordinating the activity and leading on the Environment pillar.
10.3	Data sets have been released by Data Cymru and the drafting group will be looking at many data sets, academic reports and output from the individual statutory partners in developing the content.

10.4	<p>The engagement workstream has also made significant progress with all partners having agreed to the question set, Appendix 4. Given that face-to-face engagement is going to be severely restricted over the summer months the working group are sharing best practice on how to reach the maximum number of contacts through other means. Engagement will be virtual, through on-line survey, physical- where possible, through direct engagement with protected characteristic groups and with focus groups in the community areas.</p>
<b>11</b>	<b>Conclusion</b>
11.1	<p>Good progress is being made by officers of the PSB member organisations and development of the local assessment of well-being is on track to meet statutory timelines. Subject to reports passing through internal governance structures the Gwent PSB should be able to form from September this year.</p> <p>Arrangements for Regional Scrutiny are being discussed among democratic services leads and the aim is to conclude this before recess. However, the timeline for Regional Scrutiny will allow some slippage. The most important requirements that it is formed before the local assessment of well-being needs to be approved and that scrutiny of the existing well-being plans is continuing until 2023.</p> <p>GSWAG will examine its own terms of reference in the light of the decisions of G10 and the Gwent PSB to ensure it can provide the support capacity needed, and in particular that fact that the Gwent PSB will now be fulfilling statutory responsibilities previously held at local authority geographical level.</p>
<b>12</b>	<p><b>Full set of Recommendations</b></p> <p><b>Recommendation 1:</b> Individual G10 members ensure that any required decision-making reports are included in forward work programmes in time for the Gwent PSB to form by September, and for the local assessment of well-being to be agreed by 5<sup>th</sup> May 2022.</p> <p><b>Recommendation 2:</b> G10 to consider and comment on the draft Terms of Reference with a view to gaining agreement 'in principle' prior to the first full meeting of the Gwent PSB in September 2021. The agenda for the first meeting of the Gwent PSB will need to agree the terms of reference.</p> <p><b>Recommendation 3:</b> Consider whether the position of chair should be for a two-year period and agree to nominate the chair at the first meeting of the PSB in September 2021.</p>

**Recommendation 4:** G10 consider which authority will host the first meeting of the Gwent PSB and instruct that local authority to make arrangements for the attendance of the list at 5.1 above, and Public Health Wales, to be invited participants at that meeting.

**Recommendation 5:** The first agenda of the Gwent PSB confirms whether any other members e.g. a representative RSL and a representative from further/higher education be invited to future meetings of the Gwent PSB.

**Recommendation 6:** Local authority members ensure that decisions around the creation of a Regional Scrutiny are being taken within the respective Councils and that these decisions are considering the ongoing delivery of local priorities, specifically under the existing well-being plans.

**Recommendation 7:** Consider whether an invitation should be extended to the Chair (or Vice-chair) to attend the meetings of the Gwent PSB as an observer.

**Recommendation 8:** That G10 approves the exploration and alignment of regional boards and structures that deliver against the statutory duties and priorities of the regional PSB with a view to then establishing a performance management framework for delivery.

**Recommendation 9:** G10 agree which local authority will host and develop the Gwent PSB website. Consider how the new Gwent PSB will want to be represented.

## **Appendices**

Appendix 1 -Regional PSB Assessment Planning

Appendix 2- Draft Terms of Reference

Appendix 3- Agreed Structure of the Gwent Well-being Plan

Appendix 4- Engagement Questions