

Caerphilly Public Services Board Notes of Meeting

Held at 14:00pm on Thursday 24th June 2021 as a Teams virtual meeting

Present:

Name	Organisation represented
Cllr Philippa Marsden (Cllr PM)	Caerphilly County Borough Council (Chair)
Huw Jakeway (HJ)	South Wales Fire and Rescue Service (SWF&RS)
Shelley Bosson (SB)	Aneurin Bevan University Health Board
Steve Morgan (StM)	Natural Resources Wales
Stephen Tiley (ST)	Gwent Association of Voluntary Organisations (GAVO)
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 (SWF&RS)
Comm Cllr Judith Pritchard (Cllr JP)	Town and Community Councils (Gelligaer)

In Attendance:

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
Kirsty Lewis (KL)	Natural Resources Wales
Ian Evans (IE)	Procurement and Information Manager, CCBC
Will Beer (WB)	Public Health Wales
Carl Williams (CW)	Gwent Police
Andrew Griffiths (AG)	Employment Manager, CCBC
Rhian Kyte (RK)	Head of Regeneration and Planning
Tina McMahon (TM)	Community Regeneration Manager
Sonya Foley (SF)	Policy Officer, CCBC
Paul Massey (PM)	Policy Officer, CCBC
Guy Browett (GB)	National Probation Service
Vicki Doyle (VD)	Policy Officer, CCBC
Heather Delonnette (HD)	Policy Officer, CCBC
Amanda Thomas (AT)	Gwent Police
Chris Latham (CL)	Communication & Engagement Officer, OPCC

Apologies:

Phil Lewis	Valleys Regional Park
Keiran-John McHugh (KJM)	Gwent Police
Joanne Regan (JR)	Office of the Police and Crime Commissioner for Gwent
Superintendent Mark Hobrough (MH)	Gwent Police
Amanda Lewis (AL)	National Probation Service
Mark Faulkner (MF)	Facilities Manager, CCBC
Sarah-Jayne Irish (SJI)	Development and Monitoring Manager, CCBC

Introductions and Apologies

The Chair welcomed PSB members to the meeting and noted the apologies which have been recorded in the table above. She also noted that communications support would be provided by Chris Latham from OPCC, who would be providing the social media feeds from the meeting.

The Chair welcomed Kirsty Lewis (NRW) to her first meeting and informed members that unfortunately, Phil Lewis from Valleys Regional Park was unable to attend for personal reasons and he may consider tabling his presentation at a future Gwent PSB meeting.

1. Notes of the Meeting held on Thursday 25th March 2021 and Matters Arising

a. Amendments

It was noted that ST was present at the previous meeting but that he was not included in the list of attendees.

StM also wished to clarify that he had not meant to suggest there might be a conflict between Welsh Government's "Managing Welsh public money policy" and the Wellbeing of Future Generations/The Environment Acts – rather he questioned whether they could be better aligned to one another.

b. Actions from the Previous Meeting

There was one action outstanding from the previous meeting for MA to share any updates from Welsh Government post-election regarding procurement and the effects of Brexit. He had also been referred to as ME rather than MA in the minutes.

2. Gwent Public Services Board – Update and Terms of Reference

KP briefly outlined the key points from the papers she had submitted to the board regarding progress in forming the Gwent PSB. It had been agreed that there would be a 2-year rolling responsibility for the administration of the group and that Caerphilly CBC would take that responsibility for the first two years. The Caerphilly PSB team was already working on arranging a date for the first meeting and inviting additional attendees to join the Board including the voluntary sector, Public Health Wales, Welsh Government, the Chair of the Regional Scrutiny Committee the Register of Social Landlords and academic sector.

KP said that this was effectively the last meeting of the Caerphilly PSB and asked the board for continued support in delivering local actions from the current Wellbeing Plan. Performance Reports would continue to be posted on the Caerphilly PSB website as would the Annual Report which would be agreed via electronic communication. The current 3rd Sector Agreement would continue to be honoured although it was likely that a Gwent 3rd Sector Agreement would be made in due course.

Cllr JP had assumed there would not be a place on the Gwent PSB for Town & Community (T&C) Councillors but asked whether they would be represented on Local Delivery Partnerships (LDPs). KP responded by saying that G10 wanted to confirm Terms of Reference for the LDPs at the first Gwent PSB and these would cover the existing local areas in Caerphilly. T&C Councillors (amongst other relevant groups) would have representation at this local level. ST confirmed that a Gwent 3rd Sector Partnership had been raised with their Board and he had also discussed with Torfaen Voluntary Alliance and envisaged that they would have similar working arrangements in each of the Gwent areas.

HJ said that SWF&RS had approved the merger in February and would continue to engage locally and regionally.

3. Update on Engagement and Assessment of Well-being

VD and HD summarised the key points in their paper regarding the Wellbeing Assessment and Engagement groups' progress and plans in developing the Gwent Wellbeing Assessment Plan for 2022. They explained that the Assessment/Engagement exercises were more complex than for the previous "CaerphillyWeWant" plan in 2017 (for example, Covid making face to face contact more difficult and receiving data late from DataCymru). They had worked with all Gwent partners since the beginning of the year and continued to work collaboratively to ensure consistency on a regional basis as well as share the workload. They hoped to have a first rough draft of the Assessment Plan within the next few weeks and a more complete draft for scrutiny by the Gwent PSB in September.

Action: KP said that the Engagement Group needed representation from SWF&RS and KM said that he would forward the contact details of suitable people to join the group

Cllr JP asked how the Assessment linked to the Census and Multiple Index of Deprivation and asked if were possible to have some face to face meetings with groups. VD responded that they were using data from a vast array of sources but that Census data from the 2021 survey would not be available until 2022.

StM sought reassurance on the governance issues for the Wellbeing Plan as we move to a Gwent PSB. KP was confident that the Gwent Strategic Wellbeing Action Group's wide constitution and membership would oversee all the work in time and according to governance requirements.

4. Participatory Budget (PB)

TM, WB and DL presented the key features from their paper and associated appendices whereby funding had been made available to the Integrated Wellbeing Networks (IWN) for North Caerphilly area and where citizens were to be more involved in how the money is used. Additional funding had been rolled over from last year as it could not be spent due to the Covid pandemic. They acknowledged that it was important to have a clear view of the main challenges ahead and intended to run a workshop session with colleagues to ensure collective understanding from the beginning, and to inform the direction that the PB process would take. The UK PB Team had set out a clear set of processes to follow and annex A of the paper highlighted how it fitted in with the Transformation Programme.

ST questioned whether GAVO would be members of the PB Board and whether the community would be involved. As Co-Chair, AG confirmed that GAVO was part of the Board and would soon receive an invitation and agenda.

Cllr JP asked whether T&C Councillors could be invited to the workshops and was surprised that Ystrad Mynach was not included in their definition of North Caerphilly. TM explained that the initial workshop was for the main partners to agree the scope and aims of the project but the next phase would widen the involvement and that T&C Councils would be invited to one of the sessions. It was explained that the IWN was currently only working in the Rhymney, New Tredegar and Bargoed areas and the report was not defining the whole geographical area of North Caerphilly.

WB said the PB work had crossover with other Wellbeing Action Plan areas such as Caerphilly Cares and if it could help other action areas, to get in touch with him.

The Board unanimously agreed the following recommendations from the PB paper:

- to agree the oversight process and mechanisms in keeping with the stated and agreed focuses for the IWN participatory budget funding.
- to agree to commission support through a 3rd sector organisation or develop an in-house solution under the auspices of the PSB.
- to agree that the PB should complement the local authority Community Empowerment Fund.

5. Six-monthly progress reports on Action Plans

The lead officers for each activity/enabler area gave a summary of the key points outlined in the 6-monthly reports that were circulated before the meeting, as follows:

5.1. E1 Communication and Engagement Enabler (Kathryn Peters)

KP had covered the key points regarding this activity in her update on the formation of the Gwent PSB and in the Assessment and Communications/Engagement updates.

5.2. E2 Procurement and Commissioning Enabler (Ian Evans)

IE highlighted that their key focus was about resourcing and had been making good progress, communicating with Welsh Government and working together as a Gwent Cluster and were in the process of putting together a proposal from the Gwent PSB to support the work. They also hoped to seek additional funding to use third parties to drive the project forward which included strands from the Caerphilly area.

5.3. E3 Asset Management Enabler (Mark Faulkner)

MF was unable to attend the meeting to highlight the key features and sent his apologies. Cllr JP was concerned that the action area project was only looking at public sector buildings and not community buildings and she felt went against the objectives of "Caerphilly Cares". KP and PC explained that there were two Council reviews that were looking at ALL public and third sector/Community buildings

5.4. AA1 Best Start in Life Action Area (BSIL) (Sian Wolf-Williams)

SWW gave a comprehensive update on the 6-monthly progress on the BSIL area and also the newly available rough draft of the evaluation of the Early Years Integration Transformation Programme which was attached with "Information items" under agenda item 8. She explained that the programme provided a service based on need rather than service availability and had achieved very positive outcomes in a short time, especially during the Covid pandemic. Frontline staff had unpicked the "old" system and rebuilt it so that the pilot project now covered the entire age range between 0-7. There had been huge effort from staff involved who had changed the way they worked and provided a number of recommendations for future work including working closer with Gwent colleagues. Phase 1 in New Tredegar would continue and Phase 2 would be rolled out to St James in the Autumn.

The Chair wished to express her thanks to the whole team for producing such great results and working through difficult circumstances.

Cllr JP agreed it was an excellent scheme and wanted to know if they would still need use of Community Halls and whether details of the scheme could be disseminated to, for example, Mother and Toddler groups. SWW explained that they generally worked 1 on 1 with people and could help them set up groups but that the communities themselves would need to run the groups. So generally, they would not be using community halls for the time being.

5.5. AA2a Volunteering Action Area (Stephen Tiley)

ST gave brief highlights from his report explaining that they had a number of schemes running over the last 6 months. The Community Response Volunteering Co-ordinator for Caerphilly who was making good progress had left for another job but they were due to replace him soon. They were looking at the demographics of current volunteers and hoped to provide new opportunities to increase the diversity of those people involved.

5.6. AA2b Job Growth & Employability Support Area (Sarah-Jayne Irish)

SJI was unable to attend the meeting so AG gave a brief outline of the 6-monthly report. One of their key focusses was to try and make sure there were jobs available for those people once their times on the scheme ended. They also wanted to discuss opportunities for working with other PSB members.

5.7. AA3 Good Health and Well-being Action Area (Alison Gough/David Llewellyn)

AG and DL outlined the main highlights from their report, and in particular the good working arrangements and progress with MIND and Age Cymru and with carrying out a large number of home vaccinations. They were now assessing future work after the impact of Covid. They had started a Placebase model at Trethomas Health Centre which has brought in 13 additional services. They

planned to start a green/social prescribing pilot project in several surgeries from 7 July but that the Creative Wellbeing programme may have to be run online if Covid case rates continued to rise. They were also working closely with the BSIL action area and with GAVO on how to support community activities.

5.8. AA4a Safer Communities Action Area (Amanda Thomas)

AT highlighted some key points including that the Hub had continued to operate during the pandemic and that they had been developing networks across Gwent. They had also been working with voluntary organisations to try and tackle areas where there were problems with anti-social behaviour. She also announced that their Safer Streets application had been successful and that they had been awarded £300,000 in Caerphilly for the Rhydney area.

5.9. AA4b Caerphilly Cares Action Plan (Tina McMahon)

TM explained that this new action area had been launched in April and had run a number of sessions to inform people linked to the GHWB, BSIL and voluntary action areas. They had also received Connect 5 training so that they could now train volunteers and hoped that this would help them recruit and train additional volunteers.

5.10. AA5 Resilient Communities Action Area (Rhian Kyte)

RK had to leave the meeting urgently and if anyone had any questions regarding the update paper, they should contact her.

5.11. AA6 Natural Environment Action Area (Kirsty Lewis)

In her first PSB meeting KL provided highlights including that Covid had adversely impacted on their group meetings. Their Tree planting group's remit had been extended to manage the general environment. Flooding was a priority and they were working with the local authority to feed into the LDP and to involve volunteers more in their work.

The Chair wanted to express thanks to all the people who had been involved with the Action Plans for all their hard work over the years since 2018 and encouraged board members to continue to support their lead officers until the new Gwent well-being plan replaced the Caerphilly plan.

6. Valleys Regional Park update and future working with the PSBs (Phil Lewis)

As PL was unable to attend the meeting it was suggested he may present at a future Gwent PSB meeting.

7. Questions from the Public

There were no questions from the public.

8. Information Items/any other business

8.1 GAVO restructure

ST said that GAVO had learnt lessons from working through the pandemic and that they needed a different way of supporting organisations and people. Therefore they were moving from a thematic structure to one based geographically. Gina Jones was now the Caerphilly based officer. They had sold their building in Church St Newport and were looking for premises in Caerphilly and would keep members updated on developments.

8.2. Gwent VAWDASV Annual Progress Report

The report had been circulated in advance of the meeting and no comments were received.

8.3. Early Years Integration Transformation Programme – Interim Evaluation Report

This item was covered under item 5.1.

Other Business

Cllr JP asked whether a Gwent PSB website would be up and running before the first meeting so that anyone could access relevant papers and documents. KP confirmed that work had begun on setting up the Gwent PSB website and that there would be links between the individual current PSB websites to the Gwent website.

StM wanted to express his and the PSB's gratitude to all those people who had been involved in the work to help re-open Cwmcarn Forest Drive.

The Chair thanked all members of the Caerphilly PSB and all those who had been involved in its work over the last few years and looked forward to even greater partnership working as we move onto the Gwent PSB.

9. Date of Next Meeting

The first Gwent PSB meeting was planned to be held at some date towards the end of September 2021. Likely agenda items for the first meeting were likely to include the following:

- Chairing/Vice Chairing of Board
- Terms of Reference for Gwent PSB
- Terms of Reference for Local Delivery Partnerships
- Draft Gwent Well-being Assessment

Meeting closed.

Action Summary

Agenda Item #	Action detail	Responsible
1	Brought forward from previous meeting - share any updates from Welsh Government post-election regarding procurement and the effects of Brexit	MA
3	Forward names of representatives from SWF&RS to join the Gwent PSB (Communications &) Engagement Group	KM – note that this action has been completed