



4. For a review to be undertaken of the 'Fair and Safe Communities' group with a view to ensuring the statutory duties of the Crime and Disorder Act are fulfilled, with the new group continuing to be accountable to the PSB but as one of the Delivery Groups
5. To agree expectations placed on Delivery Groups
6. To agree the role to be provided by the Lead Officer for the Delivery Groups.
7. To agree suggested named Lead Officers and identify Lead Officers for the Healthy Habits and Strong Connections Delivery Groups.
8. To agree suggested approach for Third Sector representation on Delivery Groups.
9. To form a task and finish group to develop an outcome reporting framework.
10. To disband the ODG, form a 'Community of Practice' for Lead Officers, Expert Leads and Vice-Chairs, and agree its role.

I Drafod
For Discussion

A oes angen penderfyniad: Oes
Decision required: Yes

Cynigwyd gan / Proposed by:

Gwyneth Ayers and Kate Thomas, Tîm Cefnogi'r BGC / PSB Support Team

Proposed PSB structure

Introduction

This paper outlines a proposed structure and mechanism for the PSB to enable the delivery of the Well-being Plan, for agreement by the PSB. This has been developed by the PSB Support Team, following the workshop which took place at the PSB meeting on 18th January.

Summary of workshop

PSB members considered a number of questions which are outlined below with a summary of the discussions:

1. Should we continue with the existing thematic groups (x3) that we have in place?

It was agreed by all three workshop groups that the 'Healthy Families and Communities' and 'Prosperous and Resilient Communities' thematic groups should be disbanded as there needs to be an alignment with the delivery of the Well-being Plan's actions. The statutory duties were noted of the third thematic group, 'Fair and Safe Communities', and it was felt that some form of group would be required to deliver the statutory duties of the Crime and Disorder Act. It was proposed that the 'Fair and Safe Communities' group should be reviewed, to include ensuring that links are in place with the Local Criminal Justice Board to prevent duplication, with the PCC involved in discussions.

2. Should we continue with the existing workstreams?

It was agreed by all three workshop groups that the workstreams should be disbanded as such collaborative working on these topic areas should be embedded in day to day business and support the delivery of the Well-being Plan. If workstream groups wished to continue to meet they could do so but without direct input from the PSB Support Team. They could also highlight any matters of concern or barriers to progress to the PSB for consideration as required and appropriate.

3. What is the delivery group format/mechanism that PSB members want to see developed to make progress against the Well-being Plan actions?

The proposed approach for taking forward the delivery of the Plan, put forward by the Operational Delivery Group, following a workshop on 7th December 2017, was agreed. This proposed having a number of groups to focus on the delivery of the short-term actions (Appendix 1). It was decided that these five Delivery Groups should be task and finish in nature, should focus upon and have ownership of the action(s) with milestones and timescales and provide regular update reports to the PSB. Clear expectations of the Delivery Groups will be set by the PSB.

It was agreed that a group to ensure delivery of the Crime and Disorder Act statutory duties should be the 6th Delivery Group. This would require a review of the 'Fair and Safe Communities' thematic group.

It was felt that Delivery Groups should develop their terms of reference and set their own approach with flexibility allowed for delivery which would result in faster innovation. The

suggestion was also made that the delivery groups should be given a timescale to bring a delivery proposal to the PSB on one major piece of work.

Role of the ODG going forward needs to be reviewed.

4. What resources (staff/funding) are available from PSB partners to support this approach?

There is staff capacity to support the operational delivery of the Plan and commitment by partners to provide this resource. Existing resources are being utilised by partners to work collaboratively and add value to the process.

No funding has been identified specifically for delivery and there are no staff posts who are wholly dedicated to this role for the majority of partners, with the exception of NRW who are in the process of appointing to a support role and also have 5-10k allocated to each PSB and a Community Fund for projects coming out of the Area Statements.

Supporting the Delivery Groups could be a career development opportunity for staff. If additional resources are needed to operate the delivery groups, the PSB would need to consider how to support this.

5. Are there any other local (Carmarthenshire) partnership groups that the PSB need to establish improved working relationships with? e.g. Nature Partnership

This will need to be considered by the PSB and Delivery Groups, in order to strengthen the collaborative working and with connections being made with such groups as appropriate, perhaps on an ad hoc basis when required.

6. Should the PSB establish better links with other regional fora? If so, which do we need to establish links with? e.g. West Wales Care Partnership; Regional Learning and Skills Partnership (RLSP); Education through Regional Working (ERW); CONTEST (Counter-Terrorism); Safeguarding, Violence against Women, Domestic Abuse and Sexual Violence.

Yes, PSB needs to be proactive in considering all relevant regional fora if will add value to the delivery of the Well-being Plan.

Proposals from PSB Support Team

Delivery Groups

Each delivery group to devise own terms of reference and way of working. There should be an initial clear focus on identified actions in the Well-being Plan but other collaborative opportunities to deliver the Well-being Plan could be developed for PSB approval.

Proposed expectations of Delivery Groups

- Be accountable to the PSB and will report progress against agreed targets to deliver the Well-being Plan and against national indicators on a regular basis to the PSB
- Report any risks, barriers or other issues to the PSB as necessary
- Fully consider five Ways of Working and Sustainable Development Principle in all collaborative working
- As a starting point, consider and develop the outcome of the ODG workshop on 7th December 2017 which identified main steps to be taken to deliver the actions, and to develop that work
- Identify clear effective steps to be implemented, lead officers and milestones in order to monitor progress in achieving actions and other collaborative working
- Understand contribution to the PSB's annual report and provide information required by PSB
- Understand the role of the Council's Policy and Resources Scrutiny Committee in scrutinising the work and performance of PSB and delivery groups.
- Make links with all relevant partners and groups, both county wide and regional fora, as appropriate, encouraging and facilitating joint working
- Advise PSB of any impact on collective action being taken to deliver the Well-being Plan by national and local strategies, policies and priorities.
- Respond to any recommendations from the PSB

Officer Support for Delivery Groups

A Lead Officer will be assigned to support each of the Delivery Groups. Proposed key functions of the Lead Officer role:

- liaise with Expert Lead and Vice-Chair
- record minutes and actions agreed at Delivery Group meetings
- ensure all actions are progressed
- undertake specific pieces of work as requested by the Delivery Group
- represent the Delivery Group in discussions with other Lead Officers for the Delivery Groups, contributing to consideration of the Five Ways of Working, and highlighting areas of commonality and conflicting issues between the Delivery Groups.
- compile regular performance monitoring information to PSB
- draft contribution to annual report for agreement by Delivery Group.

Existing staff with a PSB remit included in their role could be utilised. Three Council officers are available as a resource, to lead and support the delivery groups and other partners are requested

to consider providing appropriate support. Members have identified that this lead role could be a development opportunity for staff. Below is a suggestion for consideration:

OBJECTIVE	ACTION	EXPERT LEAD	VICE-CHAIR	LEAD OFFICER
Healthy Habits	Co-ordinated Campaigns	HDUHB	Coleg Sir Gâr	TBC
Healthy Habits	Environmental Risk Assessment	NRW	UWTSD	TBC - NRW/UWTSD
Early Intervention	Changing the Model of Delivery	Expert leads: HDUHB and CCC		Joanna Jones, CCC
Strong Connections	Innovative Community Assets	CAVS	DWP	TBC
Prosperous People and Places	Education and Employment / Procurement Procedures	CCC	MWWFRS	Jon Hancock, CCC
Safer Communities		CCC	Police	Kate Thomas, CCC

It is proposed that all the Delivery Groups are brought together for an initial facilitated meeting/workshop in May 2018 to support them in their development and provide them with a clear steer in terms of the PSB's expectations of them and how they are to contribute to the Well-being Plan. This would also be an opportunity to consider how to enable behaviour change which has been a clear theme emerging from discussions had by the PSB and ODG.

A facilitated workshop would then be held with each delivery group as its first meeting to develop its workplan. The workshop would be facilitated by the Regional Well-being Co-ordinator.

This investment is considered vital to ensure Delivery Groups meet their full potential for the PSB.

Membership of the Delivery Groups

Once the Lead Officer for each of the Delivery Groups has been identified they will need to prepare a suggested membership list for the Delivery Group. This will be considered by the Expert Lead and Vice-Chair.

Following discussion with the Director of CAVS it is suggested that Third Sector representation on the Delivery Groups is managed through seeking nominations from the CAVS third sector forum membership and election of suitable representatives to sit on the respective Delivery Groups. If the PSB support this approach the work of seeking nominations will begin immediately.

Operational Delivery Group

The PSB workshop identified the need to review the need for this group. Many of the responsibilities of the ODG have been completed now that the Well-being Assessment and Plan have been delivered. One of the responsibilities of the ODG was to 'develop and monitor an outcome based performance framework'. There is still a need for the development of a consistent framework for reporting outcomes and it is recommended that this be undertaken by a task and finish group.

It is recommended that the ODG be disbanded and a 'Community of Practice' group introduced, consisting of the Lead Officers, Expert Leads and Vice-Chairs of the Delivery Groups. This group

would have an initial meeting and would then largely be a virtual group, only meeting periodically as and when required.

The role of this group would be to:

- ensure Five Ways of Working embedded in the work of the Delivery Groups
- identify any areas of commonality between the work of the Delivery Groups and ensure alignment or integration takes place
- identify any area of conflict between the work of the Delivery Groups and progress a solution
- provide a critical friend role for all Delivery Groups
- develop the PSB's annual report.

The proposed PSB structure is attached at Appendix 2.

Recommendations

11. To disband the 'Healthy Families and Communities' and 'Prosperous and Resilient Communities' thematic groups.
12. To advise workstreams that, if they wish to continue their collaborative working, the embedding of such working is supported but will be outside of the PSB structure. Any issues of concern to continue to be highlighted to the PSB.
13. To introduce new Delivery Group structure with five groups responsible for the delivery of a Well-being Plan short term action.
14. For a review to be undertaken of the 'Fair and Safe Communities' group with a view to ensuring the statutory duties of the Crime and Disorder Act are fulfilled, with the new group continuing to be accountable to the PSB but as one of the Delivery Groups.
15. To agree expectations placed on Delivery Groups.
16. To agree the role to be provided by the Lead Officer for the Delivery Groups.
17. To agree suggested named Lead Officers and identify Lead Officers for the Healthy Habits and Strong Connections Delivery Groups.
18. To agree suggested approach for Third Sector representation on Delivery Groups.
19. To form a task and finish group to develop an outcome reporting framework.
20. To disband the ODG, form a 'Community of Practice' for Lead Officers, Expert Leads and Vice-Chairs, and agree its role.