

# Cwm Taf Public Services Board Work Programme 21-22 PSB Year

(The Work Programme is reviewed at each meeting and as such is subject to change)



PSB Qtr	Meeting Date	Areas of work to be covered and lead	PSB Requirement	Planning meeting?	Papers Issued
<b>Standing Items</b>		<ul style="list-style-type: none"> <li>Minutes of Previous Meeting</li> <li>Actions Arising</li> <li>Information Reports / Documents (Workplan)</li> <li>Any Other Business</li> <li><i>Update from SPB Chair</i></li> <li>Chairs Review</li> </ul>	<ul style="list-style-type: none"> <li>Agree as Accurate</li> <li>Concentrate on any actions that are not Green in action log</li> <li>Information only unless a request is asked in advance of meeting to discuss a particular item – time allocated as required. Will always include workplan for review and update if required.</li> <li>To be requested in advance of meeting via Chair – time allocated as required</li> <li><i>Overview of SPB meeting including any items being escalated to PSB as individual agenda items</i></li> <li>Opportunity to review meeting, identify good news stories and items to be addressed by SPB, re-consider any items to be added to work plan</li> </ul>		
<b>Recurring Items</b>		<ul style="list-style-type: none"> <li>Budget – annually?</li> <li>Performance Against Delivery Plans inc tangible differences</li> <li>JOSC Updates / Requirements</li> </ul>	<ul style="list-style-type: none"> <li>Agree contributions / monitor spend as reported</li> <li>Review and constructive challenge on exception basis of performance / progress against delivery plans including any performance indicators, risks, tangible differences made via partnership working at PSB Level</li> <li>Scrutiny requirements from JOSC that need to be considered by PSB</li> </ul>		
1	27 July 2021 (summer holiday) * note, trial 10am start	<ul style="list-style-type: none"> <li>Review of ToR / Vice Chair vacancy</li> <li>VRP Update</li> <li>Well-being Assessment: progress and requirements</li> <li>Review of Well-being Objectives and future plans to June 2022 (to inform business plans)</li> </ul>	<ul style="list-style-type: none"> <li>No changes expected following July 20 review.</li> <li>VRP request to update to PSBs in the Valleys. VRP should look to strengthen ongoing links with PSBs.</li> <li>Note tendering update and address requirements.</li> <li>Discuss progress and future plans.</li> </ul>	21 June	20 July 2021

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		<p>– Leads to be spoken with in advance: PM / AJ / AO / SR &amp; SJ</p> <ul style="list-style-type: none"> <li>• Health Foundation Workshop 12 July</li> <li>• PSB role as Strategic Board: <b>Mental Health workshop</b></li> <li>• Update on Involvement / NESTA</li> <li>• Update on work with WCVA (futures)</li> </ul> <p><i>For Information: Published Annual Report 2020-21 WG Programme for Government / Statement of Wellbeing</i></p>	<ul style="list-style-type: none"> <li>• Commit to business plans for planning in the year ahead / links to Assessment.</li> <li>• Consideration of ‘delivery arm’ of PSB.</li> <li>• Feedback and update.</li> <li>• Discuss how it informs the future work, Assessment and Plans with the intention for workshops.</li> <li>• Discuss role of Board and links to CSP/APB. Contributions to achieving shared agenda.</li> <li>• Invite CSP / APB / RPB / Safeguarding</li> <li>• Mapping where we are, what we know / don’t know, what can the PSB do (Assessment and Plan).</li> <li>• Inform Members of success in securing CoPro support for 5 years. Simon James work – workshop for October PSB.</li> <li>• Update for Members on potential opportunities being explored in relation to the Assessment. Buy in for any potential workshops.</li> </ul>		
2	12 October 2021*	<ul style="list-style-type: none"> <li>• Well-being Assessment: progress and requirements – first findings and updates</li> </ul>	<ul style="list-style-type: none"> <li>• Update on analytic work (scheduled for completion 30 Sept 2021)</li> <li>• Update on 100 days of engagement</li> </ul>		5 October 2021

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	Brought forward for half term / RCT Cabinet	<ul style="list-style-type: none"> <li>• (Draft) delivery plans for WB Objectives – June 2022</li> <li>• Receiving the findings of the vulnerability profile work and recommendations</li> <li>• Update from delivery boards</li> <li>• Workshop: NESTA offer, Community Action and volunteering</li> </ul>	<ul style="list-style-type: none"> <li>• More specifics on the work for the year, deadlines and steps.</li> <li>• Work to show the threads between the Objectives.</li> <li>• Inform the ‘emerging priority’ discussion, following on from mental health session in July</li> </ul>		
3	18 January 2022	<ul style="list-style-type: none"> <li>• Well-being Assessment: progress and requirements – final draft and plans for sign off</li> <li>• Preparation for the 2021-22 Annual Report</li> <li>• Chair and Vice Chair position to be reviewed (annual review)</li> <li>• Meeting Schedule July 22 – June 23 (merged?)</li> <li>• PSB Budget and Support Team Arrangements</li> <li>• Update: Delivery Plans</li> </ul>	Note, this will be the final Annual Report relating to the 2018-2023 Wellbeing Plan.		11 January 2022

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4	26 April 2022 * purdah	Draft Annual Report 2021-22  Preparation for publication of the Assessment by May 2022  <b>NOTE: JOINT PSB / LAST MEETING OF CWMT TAF PSB?</b>	Members receive draft Annual Report for comment (to be published July 2022)		19 April 2022

### Consideration for Future Meetings:

- **Need to be adaptable to considering any requirements to progress with Bridgend**
- **Delivery arm of PSB – is there an intention to re-instate SPB or thematic delivery groups?**
- **Futures workshop (autumn 2021?) for Assessment work**