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**Caerphilly Public Services Board**

**Local Delivery Group Meeting – 10:00 5th September 2024**

**MS Teams**

**Attendees**

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| **Name** | **Organisation** |
| Cllr Jamie Pritchard | Deputy Leader CCBC |
| Louise Woolley | CCBC |
| Louise Aston | CCBC |
| Ian Evans | CCBC |
| Gina Jones | GAVO |
| Paul Cooke | CCBC |
| Brodie Thomas-Payne | CCBC |
| Heather Manson | ABUHB |
| Daniel Davies | NRW |
| Heather Pells | CCBC |
| Heather Delonnette | CCBC |
| Vicky Doyle | CCBC |
| Robert Hill | CCBC |
| Jade Carter | CCBC |
| Gareth Evans | SW Fire and Rescue |
| Joanne Hillier-Raikes | CCBC |
| Caroline Millington | CCBC |
| Sarah Mutch | CCBC |
| Clair Roper | ABUHB |

1. **Apologies**

Paul Biggs, Gwent Police

Allan Dallimore

Ros Roberts

Julie Reynolds

Jane Roberts- Waite

Eira Turner (represented by Clair Roper) ABUHB

Kath Peters

Paul Hudson (represented by Joanne Hillier- Rakes)

Mike Wyatt

Jeff Reynolds

1. **Minutes of the previous meetings and actions**

Cllr Pritchard said that he had met with Jo. Jo said that the Meanwhile Space would be opening at the end of the month. The employment team will be taking over the Meanwhile Space~~.~~

1. **Caerphilly Health and Wellbeing Centres - Jeff Reynolds**

Jeff unable to attend. This item to appear on the December LDG agenda.

1. **Action Plan Templates – Town Centre – Joanne Hillier- Rakes**

Joanne explained that she was attending on behalf of Paul Hudson. She spoke to the action plan which is being developed for Town Centres. This is part of the management for Town Centres. They are using the Town Centre Audit as the main driver. The Meanwhile Spaces pilot was in Bargoed. The former Barclays bank is being brought back into use. Research shows that when these spaces are brought back into use, 80% of them go on to be occupied creating a higher footfall and a lower underoccupancy rate.

Cllr Pritchard asked if benchmarking had been undertaken and if it was based on need or vacancy levels. Jo replied that they have identified the empty properties and those which were largest and empty for the longest time. There was negotiation with property owners where they try to get the building for free as this relieves the owner of business rates, and then the Council uses it for 12 months free of rent, gives it a health and safety check and makes it usable so it is more likely to be rented out after the 12 months as others have seen it being used.

Gareth asked for a list of the vacant buildings to share with the station master regarding fire risk.

**Action – Jo to give Gareth the list of vacant buildings to share with SW F&R.**

1. **Update on action plans agreed at the last meeting**
   1. **Employment – Louise Aston**

Louise said that Jo had updated on Meanwhile Spaces and the more partners that we can send to Jo, the better.

The inaugural meeting of the Apprenticeship Working Group is this afternoon.

The Academy model will be expanded and will look at a placement scheme, depending on funding.

There are lots of actions for the over 50s and now Heather Manson is the only one doing this work. Her role is community involvement officer.

50 plus – 50 plus sessions are being delivered by the employment team at DWP. Louise has met with Rob the Age Friendly Communities Officer. There have been a couple of meetings looking at age friendly provision in Caerphilly. It has been agreed that the best way to progress this work is to link with partners rather than set up a sub-group. Louise to attend the Age Friendly Forum, linking in with the employment team, and the business enterprise team to get links with employers. There are plans to work with small businesses and private enterprises to bring in an Age Friendly certification scheme. Rob said that we really need to look at Caerphilly CBC first before we can go out to businesses. The aim is to have a whole certification scheme that people can sign up to and renew each year. Louise said there are things we can do in the short term, links with hubs and partners, and long-term approaches such as the certification scheme that Rob outlined.

Careers Wales have been contacted and will be attending the meeting in the future, but no-one was available today.

Transport – Louise said that she had met with Sarah Jane and Community Cares colleagues, and Heather Manson from IWN who had sent a list of the most up to date community transport options. Transport is an ongoing issue and there is a question of how far we can get with this through local agencies.

Cllr Pritchard replied that community transport fills a gap created by Covid which saw a huge fall off in public transport as people found other ways of travelling. This means that bus companies are looking for higher subsidy from Welsh Government who are looking to make savings. Councils have been subsidising bus companies for years, but we cannot take direct control of them unless legislation changes. Cllr Pritchard said he was happy to take this back to Council, but conversations are needed way beyond Council. Community transport is a one off solution rather than an ongoing solution. Cllr Pritchard said he would send an email to the Director of Environment and Economy requesting figures about bus patronage in the last two years.

Paul Cooke spoke to the Net Zero Strategy in relation to community transport. He said the strategy has a strand on transport and they would welcome a conversation on this with Louise.

**Action – Paul Cooke and Louise to meet about transport.**

**Cllr Pritchard to request figures on bus patronage over past two years from Corporate Director of Environment and Economy.**

Louise met up with Sarah Mutch regarding childcare.

Linked with Multiply provision and to link in with Caroline.

With regard to green opportunities, they are linking in with Paul Cooke’s Decarbonisation Team, and with Business Enterprise Team. Also to pick up with Paul regarding Nature Services Wales links.

Action to explore training with individuals in delivering wellbeing activities. Louise has been in touch with Andrew Griffiths who said that Caerphilly Cares provide activities though wellbeing activities and provide Cwtch guides to all partners.

Heather from IWN said that Dave created Cwtch guides as people said they did not know what was happening in their area. There are now Cwtch guides for 11 areas and two more will be created in 2024, covering the whole Caerphilly county borough.

Community Care cooperatives – this cannot be followed up until the new IWN Lead is in post.

Heather Delonnette said that the action plan is really good and shows that we are doing a lot. She asked how other partners are getting involved outside of the Health Board and the Council.

Clair in Health Board Caerphilly Management Team said that there are links with Neighbourhood Care Networks and Integrated Services Board and there has been a restructuring in CMT. Eira Turner is Head of Services for Caerphilly and Jonathon Lewis and Clair Roper are Network and Community Services Managers. One of these three will be at LDG meetings going forward. There is a gap with linking to GAVO and the third sector though, and there are discussions with GAVO about this. Clair said that they are getting the on the ground knowledge needed to support this group.

* 1. **Decarbonisation – Paul Cooke**

Paul stated that there is a net zero requirement for the whole borough by 2050. A new strategy needs to be created by March and we are making good progress to do that.

Louise Woolley said that the first big achievement is that there is a task and finish group that will be in place until March 2025. There are specialists for each of the seven chapters needed to develop strategy. Qualitative research has been conducted with 60 businesses and this will lead to cross cutting themes within the document.

A document structure has been agreed and Louise Aston is going to write the business chapter, and this will be consulted on at an event on the 19th September. 17 people are currently signed to attend and Louise asked for the group’s help to get this to 100 attendees at Ty Penallta.

Vicki Doyle said she would send to her contacts from the Caerphilly Wellbeing Plan.

Clair Roper stated that they could put flyers in community hubs.

Clair stated that they have projects on decarbonisation and the disposals of medication and plastic inhalers.

1. **Any other business**

Cllr Pritchard asked for apologies to be made in good time before the meeting. He said that a number of apologies have been coming in within just a few days of the meeting and this could be problematic. He asked for this to be minuted.

Heather Delonnette said that if there are things that any member of the group would like to have on the agenda for the meetings, such as any projects they want to share, to let Heather Pells know so that this can go on the forward work programme.

1. **Date of next meeting 21st November 2024 – 10 - 12**

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| **Agenda Item** | **Action detail** | **Responsible** |
| **4** | **Joanne Hillier-Rakes to give Gareth the list of vacant building to Gareth to share with SW F&R.** | **Joanne Hillier-Rakes** |
| **4** | **Paul Cooke and Louise to meet about transport** | **Paul Cooke and Louise Aston** |
| **4** | **Cllr Pritchard to request figures on bus patronage over the past two years from Corporate Director of Environment and Economy** | **Cllr Pritchard** |