

Well-being Plan - Step 1 - To support the transformation of Early Year Services in Swansea to provide better support for children to have the best start in life.

Quarter: 1 2023/24

Overall RAG status			
Q1	Q2	Q3	Q4

KPI	Target	Result	Comment	RAG
				Green

Strategic Lead: Karen Stapleton
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2023-24 Action	Desired outcome	Milestone	Milestone Deadline	Milestone Owner	Success Measure	Progress Update	RAG
Identify a lead sponsor for the integration toolkit, the Early Years Maternity Maturity Matrix (EYMMM)	Sponsor identified and attending PSB to ensure the work is highlighted and driven		Apr-23	KS/AW/GM	Sponsor identified	Discussion with Karen Stapleton have resulted in Michelle Davis involvement in the Early Years Steering Group. Karen Stapleton has been identified as the Lead for the Early Years Objective at a PSB level.	Green
Integrate the work of the Early Years Steering Group with the PSB wellbeing objectives from Swansea & NPT	A single action plan that supports outcomes from Early Years Integration Transformation (EYIT), PSB Wellbeing Objective, incorporating recommendations from EYMMM & EYIT evaluation		Sep-23	Early Years Steering Group	Amended Terms of Reference for the group to ensure clarity	Amended ToR sent around to partners for discussion, and updating. Initial action plan session held, and Discussions with Swansea and NPT PSB operational leads have resulted in agreement for the Early Year Integration Steering Group to lead on the PSB objective across the HB footprint. This should support an integrated way of working across the region.	Amber
Develop a framework with performance measures.	Agencies working towards agreed performance measures		Mar-24	Early Years Steering Group	Framework developed, in place and used by all partners	Performance measures for Pathfinder pilots are being examined to ensure that the lessons learnt from the testing is measurable. Flying Start measures for SLT, HV & Parenting are also being examined to ensure that work is reported and impact assessed.	Amber
Develop a Swansea Bay Early Years Maternity Strategy, to bring together different strategies from Swansea, NPT & SBUHB	A single action plan that supports outcomes from Early Years Integration Transformation (EYIT), PSB Wellbeing Objective, incorporating recommendations from EYMMM & EYIT evaluation		Mar-24	All agencies – lead by the early Years Steering Group	Multi agency strategy developed, in place and used by all partners	Sessions are booked to begin populating a draft action plan following an initial planning session in February. Recommendations from the Early Years Maturity Matrix, and EYIT to be woven into the plan.	Green
Engage key stakeholders and public around an action plan, and better understand population needs	Action plan and recommendations taken to the public		March 2023/ May 2024/ ongoing	GM	Action plans informed by process	ongoing - sessions planned to engage with the public.	Green

Well-being Plan - Step 2 - To build on Swansea's 2022 declaration of being a Human Rights City .

Quarter: 1 2023/24

Overall RAG status			
Q1	Q2	Q3	Q4

Strategic Lead: Ness Young
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2023-24 Action	Desired outcome	Milestone	Milestone Deadline	Milestone Owner	Success Measure	Progress Update	RAG
To work with stakeholders to develop and deliver an action plan that supports the declaration of Swansea being a Human Rights City.	Across Swansea there is evidence that the following Human Rights principles are being proactively applied: <ul style="list-style-type: none"> • Embedding Human Rights • Equality & non-discrimination • Empowering people • Participation • Accountability 	Stakeholder Engagement Workshop	16-Jun-23	AD	Case study evidence at year end of a human rights approach in respect of: <ul style="list-style-type: none"> • Tackling poverty • Vulnerable children and families • Tackling discrimination • Domestic violence and abuse Evidence of an increase in Human Rights awareness across the city.	Engagement event took place. Work is under way to collate all the information. Due to the high interest we had in the event, it was decided to launch a survey with the same questions that were asked under each priority, for those who couldn't attend the event. This survey closes on the 9th of July and will be included in the overall report for the engagement event.	Green
		1st Draft of action plan	30-Jun-23				
		Final Draft	31-Jul-23				
		1 st year action plan completion	31-Mar-24				
2023-24 Target: Develop a five year action plan and implement the first year resulting in evidence of an increase in awareness of human right across the city and county							Amber
Creation of a Human Rights Stakeholder Panel	To act as a 'critical friend' to the Council and Swansea's Public Service Board partner organisations in their design and fulfilment of their Human Rights City action plans by contributing their expertise and experience from an independent perspective.	Mapping exercise of existing stakeholder panels and engagement networks	16-Jun-23	AD	Independent feedback is received from stakeholder group on action plan impact Panel is involved in review of year 1 action plan implementation and development of year 2 actions	Due to engagement event overrun, the mapping exercise of existing stakeholder panels and engagement networks wasn't fully completed. An email when out post event, completing the mapping exercise, the results of which will be included as an appendix in the engagement report.	Red
		Advertisement of Stakeholder panel and Registering expression of interests	30-Jun-23				
		Panel formed and first meeting	30-Sep-23				
		Panel involved in review of year 1 action plan and development of year 2 actions	31-Mar-24				
2023-24 Target: Human Rights City Stakeholder Panel is established and makes a positive contribution to the delivery of Step 2							Green

Well-being Plan - Step 3 - Working towards Swansea's net zero target and nature recovery.

Quarter: 1 2023/24

Overall RAG status			
Q1	Q2	Q3	Q4

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2023-24 Action	Desired outcome	Milestone	Milestone Deadline	Milestone Owner	Success Measure	Progress Update	RAG
Map the arrangements in place in climate signatories' organisations to tackle climate change and nature recovery in the city and county of Swansea to build capacity and capability, through a) sharing of good practice and innovation b) identification of collaborative adaptation and mitigation actions	Improved understanding of who is doing what across the city and county of Swansea to ensure a more cohesive and coordinated approach to ensuring a just and equitable transition to net zero by 2050 by taking action to adapt to and mitigate the impacts of climate change and enable nature recovery, with resources understood and better utilised	Establish Climate Signatories Group as delivery group for PSB action under Step 3	31st May 2023	Jane Richmond, Climate Signatories Group Chair	Climate Signatories Group agree to be PSB Delivery Group and ToR reflect this	Agreed in meeting 19/06/2023	Green
		Define the exercise scope and gather relevant documents gathered	30-Jun-23	tbc	Scope agreed by PSB	Not yet started. To be discussed with Delivery Group at next meeting 17/08/23. Propose revise date to 31/08/2023	Amber
		Group present map and analyses to PSB, including examples of good practice and collaborative opportunities	31-Dec-23	tbc	PSB approves the map and agrees key areas of future action on good practice sharing / innovation and collaboration	N/A for this reporting period	
		Produce an action plan to take forward in 2024-25	31-Mar-24	tbc	PSB agrees 2024-25 action plan	N/A for this reporting period	
Key Performance Indicator for Action 1: By the end of March 2024 there is an action plan for 2024-25 which sets out how the PSB will share good practice, identify, and share innovation and work collaboratively to add value to work of individual organisations							Amber

Produce an independent adaptation and mitigation strategy for the city and county of Swansea, taking account of the seven wellbeing goals and the Climate Change signatories' statutory functions and responsibilities	Swansea has a climate change and nature recovery adaptation and mitigation strategy which has been agreed by the Climate Signatories Group and the PSB which will inform the development, in 2024-25, of an action plan for 2024-28.	Undertake and report to PSB a desktop risk assessment of the key climate change (CCRA3) risks for Swansea to inform adaptation and mitigation plan	31-Jul-23	tbc	Report and recommendations adopted by PSB, with key risks / actions allocated a lead organisation to take forward	Not yet started. Method / approach to be agreed with Delivery Group / advice sought	Amber
		Secure funding to commission independent consultant to develop an adaptation and mitigation strategy for Swansea	31-Jul-23	tbc	Funding secured to enable an independent strategy to be produced	Awaiting decision on SPF	Amber
		Commission consultant	30-Sep-23	tbc	Consultant is commissioned in time to enable strategy to be produced by March 2025		
		Draft strategy presented to PSB	31-Mar-24	tbc	Strategy is produced to time, and quality required	N/A for this reporting period	
		Plan in place to consult and engage PSB members and climate and nature charter signatories on the draft strategy	30-Jun-24	tbc	Appropriate communications and engagement are in place to take the draft strategy forward in 2025	N/A for this reporting period	
Key Performance Indicator for Action 2: The PSB has produced a final independent adaptation and mitigation strategy for the city and county of Swansea, by 30 June 2024							Amber

Well-being Plan - Step 4 - Making Swansea safer, more cohesive, and prosperous.

Quarter: 1 2023/24

Overall RAG status			
Q1	Q2	Q3	Q4

Strategic Lead: Mid and West Wales Fire and Rescue Service
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2023-24 Action	Desired outcome	Milestone	Milestone Deadline	Milestone Owner	Success Measure	Progress Update	RAG
To create a pop up community village during the Welsh Firefighters Fitness Challenge event taking place in Castle Gardens, Swansea on the 3 June 2023.	To build a pop up community village during the Welsh Firefighters Fitness Challenge event taking place in Castle Gardens, Swansea on the 3 June.	Define the event scope and identify key stakeholders.	28-Apr-23	Roger Thomas	High levels of engagement with members of the public.	The community safety village event was held as part of the Welsh Firefighters Fitness Challenge on Saturday, 03 June in Oxford Street, Swansea. The event offered the opportunity to engage with members of the public on a variety of subject matters, and was well attended by members of the public.	

<p>Partner organisations invited to express an interest in having a stand in the “community village”</p>	<p>28-Apr-23</p>	<p>Roger Thomas</p>	<p>Demonstration of the added value for the communities of Swansea by partner agencies working together.</p>	<p>An invitation was circulated to several partner organisations, and was attended by the following agencies: Mid and West Wales Fire and Rescue Service, RNLI, Guide Dogs for the Blind Association, Firefighters Charity, South Wales Police & Go Safe, Life Long Learning Service, Swansea Neighbourhood Watch Association, SCVS, Welsh Ambulance, Swansea Council Community Cohesion Team, Ageing Well, Partnership and Involvement Team, Wales Safer Communities Network, Local Area Coordination, Swansea Council and Swansea CMET Team - Evolve.</p>	<p style="text-align: center; background-color: green; color: white; font-weight: bold;">Green</p>
<p>Communications strategy to be developed to ensure a consistent message is shared from each partner organisation.</p>	<p>31-May-23</p>	<p>Roger Thomas</p>	<p>Delivering of key messages and information sharing. Promotion of the work and raising awareness of the Public Services Board. Case study / good news stories.</p>	<p>Information about the event was circulated to all partner organisations, PSB partners, together with Fire Authority and Swansea Councillors to promote the event and encourage attendance.</p>	
<p>PSB questionnaire to be developed to assist engagement and data collation with members of the public.</p>	<p>31-May-23</p>	<p>Roger Thomas</p>	<p>Stakeholder engagement and feedback. Completed surveys. Number of referrals. Feedback from partner agencies. Social media engagement. Number of leaflets, freebies and</p>	<p>The event resulted in the referral of approximately, 55 Home Fire Safety visit requests. Approximately, 130 engagements with families because of the Lego free draw and both questions on the form – which number to call in a real emergency / How often to test a smoke alarm. These questions led to good engagement with parents and valuable lessons for children.</p>	

		<p>Evaluation post event to identify lessons learnt to help with the future shaping of all PSB related events.</p>	<p>29-Nov-23</p>	<p>Roger Thomas</p>	<p>information packs distributed.</p> <p>Collection of qualitative and quantitative data.</p>	<p>Evaluation post event - A feedback form has been circulated to all partner organisations who attended, a number of which are on annual leave, so not all feedback has been received. An internal debrief meeting also took place on Thursday, 29 June to establish what went well, what didn't go well and discuss what could be improved for next year. It was highlighted that overall the event was extremely successful, with very positive feedback received from partner organisations and members of the public. The need to provide advance notice of next year's event was highlighted as an area of improvement, together with the promotion of the event to target the hard to reach communities. Alternative ways to potentially promote the event was discussed and agreed.</p> <p>All of the information listed below, will be confirmed during the next PSB update.</p> <p>Feedback from partner agencies.</p> <p>Social media engagement.</p> <p>Number of leaflets, freebies and information packs distributed.</p> <p>Collection of qualitative and quantitative data. Case study / good news stories.</p> <p>Stakeholder engagement and feedback.</p> <p>Completed surveys.</p>	
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Key Performance Indicator for Action 1: Create a multi-agency PSB event.									Amber
To host a safeguarding event during safeguarding week in November, to share key messages and learning opportunities between partner agencies, with a particular focus on practitioners from individual organisations.	To promote and share information, ways of working and lessons learnt around the subject of safeguarding, to help make the communities of Swansea safer, more cohesive, and prosperous.	Define the event scope and identify key stakeholders	31-May-23	Amanda Carr	Good attendance by a wide range of partner organisations identifying the key needs of the communities of Swansea.	Meetings were held with SCVS and MAWWFRS to scope out the event.		Amber	
		Event theme, venue, date of event to be agreed.	31-May-23	Amanda Carr		Following consideration of identified themes, it was agreed to focus the event on the theme of safeguarding. The date of the event is to be confirmed, however, it has been agreed that it will be taking place during Safeguarding Week between the 13-19 November. Venue will also be confirmed, once the date has been finalised.			
		Target audience to be established and appropriate representatives / organisations and practitioners identified and invited.	31-May-23	Amanda Carr		It was agreed that the event will target safeguarding practitioners from numerous partner organisations, which will help with sharing of wider learning and best practice. The invite list will be finalised once the event details have been confirmed.			
		Promotion of event and communications strategy agreed.	30-Jun-24	Amanda Carr		Once the final date has been agreed, the event will be promoted accordingly.			
		Referrals made between partner organisations.	Dependent on event date.	Amanda Carr					
Key Performance Indicator for Action 2: Increase awareness and information sharing between partner organisations to help support the communities of Swansea.									Green

Well-being Plan - Step 5 - Developing Swansea's Integrated Cultural Offer.

Quarter: 1 2023/24

Overall RAG status	Q1	Q2	Q3	Q4

Strategic Lead: Swansea Council
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2023-24 Action	Desired outcome	Milestone	Milestone Deadline	Milestone Owner	Success Measure	Progress Update	RAG
Establishment of a Swansea Creative Network to support and help sustain the cultural and creative ecology and economy, thereby enabling cultural and creative practitioners to respond effectively to initiatives that promote health, community cohesion, civic pride and economic prosperity.	Network established.	Secure funding via Creative Wales, SPF and UWTSO.	30-Jun-23	Kate Wood	Funding secured.		Green
		Appointment of co-ordinator.	29-Sep-23	Kate Wood	Co-ordinator appointed.		
		Launch of network and events programme.	29-Dec-23	Kate Wood	Network launched.		
Key Performance Indicator for Action 1: Swansea Creative Network established. 2023-24 Target: Membership secured from across the cultural and creative sectors.							Amber
Delivery of the partnership agreement with Sport Wales to ensure compliance with nationally recognised levels of physical activity required to be beneficial to health.	Through recognised national surveys key participation rates in sport and physical activity within Swansea will reach or exceed existing levels and national averages.	Complete detailed quarterly insight and learning performance log to Sport Wales as per partnership agreement covering activities and action linked to one of the			Compliance with Sport Wales accountability expectations and continuation of annual funding. Promotion of activities to increase participation.		Red

<p>Deliver outcomes of priority groups defined by existing and consistent low participation rates.</p>	<p>Decreasing participation gaps between local averages and targeted priority groups.</p> <p>PSB partners will have visibility of the activity and actively support the delivery of positive outcomes.</p>	<p>following nationally agreed areas of work :-</p> <ul style="list-style-type: none"> • Active Nation • Enjoyment • Lifelong • Access/Everyone • Active Older Adults • Free Swimming 	<p>4 per year</p>	<p>David Jones</p>			<p>Red</p>
<p>Key Performance Indicator for Action 2: Adult weekly participation of 150 minutes per week or more in sport and physical activity. Young people participate for 5 hours or more per week in sport and physical activity.</p> <p>2023-24 Target: To achieve all agreed outcomes and “accountability expectations” set in partnership with Sport Wales and measured by the School Sport Survey and National Adults Physical Activity Survey.</p>							<p>Green</p>

Well-being Plan - Step 6 - To Influence and connect with other governance arrangements across the Swansea Bay region.

Quarter: 1 2023/24

Overall RAG status			
Q1	Q2	Q3	Q4

Strategic Lead: Swansea Council
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2023-24 Action	Desired outcome	Milestone	Milestone Deadline	Milestone Owner	Success Measure	Progress Update	RAG
Map the Swansea Bay region partnership landscape (including member organisations) to: a) clarify governance, roles and responsibilities and interfaces. b) identify opportunities for collaboration on plan content. c) identify gaps / overlaps in activities.	Organisations in the Swansea region and locality have a shared understanding of the partnership landscape and understand the opportunities to improve their synergy in progressing the seven wellbeing goals.	Define the exercise scope and relevant documents gathered.	30-Jun-23	Leanne Aherne (LA), Kelly Gillings (KG), Michelle Davies (MD), Amy Richmond-Jones (ARJ)	Scope agreed by PSB.	Initial information has been gathered on partnerships - setting out ToR, meeting frequency, outputs, membership. A table has been populated with this information. It is anticipated that this collection of information will be used to pull together a partnership map by September with the gaps and opportunities set out by December.	Green
		Partnership map produced.	29-Sep-23		PSB approves the map.		
		Gap and opportunity analyses undertaken .	29-Dec-23		Analyses undertaken and consultation on findings started with lead officers in SB partnerships.		
		Produce final report for PSB consideration.	31-Mar-24		Report approved by the PSB.		
		Share the map and report shared with other Swansea Bay partnerships.	31-Mar-24		Map and report are circulated by the deadline.		

Key Performance Indicator for Action 1: Map and report shared with all partnerships in Swansea Bay.							
Promote the PSB Wellbeing Plan and Wellbeing Assessment to all PSB partner organisations and key partnerships within the region.	PSB plan is understood and considered by partner organisations and partnerships. Wellbeing Assessment is used by partner organisations and partnerships to inform decision making.	Statutory PSB partner organisations approve the PSB Wellbeing Plan.	30-Jun-23	Statutory partners	PSB Wellbeing Plan has been formally approved by all statutory partners.	Complete	Green
		Statutory PSB Partner organisation confirm their plans take account of the Wellbeing Assessment and PSB Wellbeing Plan.	30-Jun-23	Statutory partners	Statutory partners provide confirmation.		
		PSB Chair writes to partnerships within the Swansea Bay region promoting the Wellbeing Plan and Assessment.	28-Apr-23	PSB Chair	Letter, plan and assessment is issued.	Complete.	
		PSB Chair to seek meetings with other partnership chairs to discuss PSB plan and assessment and opportunities for collaboration	29-Dec-23	PSB Chair	PSB Chair has met Chairs of the key Swansea Bay partnerships and at least one collaborative action has been agreed.		
Key Performance Indicator for Action 2: PSB Wellbeing Plan and Assessment has been shared with all key partnerships in Swansea Bay and at least one collaborative action has been agreed as a result							

Well-being Plan - Step 7 - To improve data quality and accessibility across the Swansea Bay region.

Quarter: 1 2023/24

Overall RAG status			
Q1	Q2	Q3	Q4

Strategic Lead: Swansea Council
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2023-24 Action	Desired outcome	Milestone	Milestone Deadline	Milestone Owner	Success Measure	Progress Update	RAG
To work with Regional Partnership Board officers to identify the key data sets required to support delivery of PSB Wellbeing Plan and the West Glamorgan Area Plan, to: a) identify data gaps. b) identify opportunities for data sharing. c) improve alignment between Population Area Assessment and Wellbeing Assessment.	Improved data availability and quality across the Swansea Bay region.	Map RPB and PSB key data set requirements.	30-Jun-23	Kelly Gillings (KG), Leanne Aherne (LA) Steve King (SK) Michelle Davies (MD) Amy Richmond-Jones (ARJ)	See milestones	Meeting arranged (26/6/23) between Swansea Council and RPB to review any gaps / opportunities following the production of the well-being and population assessments.	Green
		Identify data gaps.	29-Sep-23		See milestones		
		Identify opportunities for data sharing between the RPB and PSB.	29-Dec-23		See milestones		
		Develop new datasets to meet PSB requirements .	31-Mar-24		See milestones		
Key Performance Indicator for Action 1: Data requirements to support PSB Wellbeing Plan are well understood and opportunities for sharing data with the RPB are being pursued.							

Work with Regional Partnership Board (RPB) to develop digital data portal for partnerships (and their members) across the Swansea Bay region.	Partners across the Swansea Bay region can access up to date data to inform and improve decision making.	Explore feasibility of the PSB to piggy back on work in progress by the RPB to develop a digital data portal.	30-Jun-23	Kelly Gillings (KG), Leanne Aherne (LA) Steve King (SK) Michelle Davies (MD) Amy Richmond-Jones (ARJ)	See milestones	Meeting arranged (26/6/23) between Swansea Council and RPB	Green
		Develop a proposal for a joint PSB/RPB digital data portal.	29-Sep-23		See milestones		
		Seek approval of proposal and any associate funding requirement from all participating partners to progress in 2024-25.	31-Mar-24		See milestones		
Key Performance Indicator for Action 2: Development and roll out a regional digital data portal approved by partners for implementation in 2024-25							

Well-being Plan - Step 8 - To Develop Swansea PSB performance management arrangements which measure and monitor the PSB's progress.

Quarter: 1 2023/24

Overall RAG status			
Q1	Q2	Q3	Q4

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2023-24 Action	Desired outcome	Milestone	Milestone Deadline	Milestone Owner	Success Measure	Progress Update	RAG
To develop a Performance Management Framework for the PSB, including a 2023-24 Action Plan, milestones, 2023-28 population level outcome measures, and monitoring arrangements.	The PSB has effective performance management arrangements in place.	2023-24 action plan, including milestones produced.	28-Apr-23	Strategic leads	PSB has a 2023-24 action plan in place within the first quarter of the year.	Complete	Green
		Performance management framework for the PSB is in place.	30-Jun-23	Richard Rowlands	PSB performance arrangements are formalised and in line with good governance principles.	Complete - performance report template produced and agreed with strategic leads. To be used from Q1 reporting.	
		Map Population Level Outcome Measures for RPB and member organisations.	29-Sep-23	Leanne Ahern / Steve King	Population Level Outcome measures across region are understood.	Population measures being researched and mapped against well-being objectives and drivers.	
		PSB Population Level Outcome Measures agreed.	31-Mar-24	Richard Rowlands	PSB has defined population outcome measures (aligned to member organisations and RPB) to monitor impact of the plan over the long term.		
		PSB receives quarterly performance reports.	31-Jul-23	Richard Rowlands	PSB formally considers its performance at least quarterly.		
Key Performance Indicator for Action 1: PSB has an effective performance management framework in place.							Green

To undertake review of annual performance to inform the 2024-25 action plan.	Stakeholders can see the performance and impact the PSB has had in 2023-24 and 2024-25 action plans are informed by the progress the PSB has made.	Draft annual review of performance is produced ready for publication in first quarter of 2024-25.	31-Mar-24	Richard Rowlands	Review provides an objective assessment of PSB performance and impact.	
		2024-25 action plan is produced.	31-Mar-24	Richard Rowlands	PSB has a robust action plan for 2024-25 ready for the start of the new financial year.	
Key Performance Indicator for Action 2: 2023-24 Annual Review is produced and is reflected in the 2024-25 action plan						