



9.30am, Monday 20 May 2019
Mid and West Wales Fire and Rescue Service Headquarters, Carmarthen

MINUTES

Present	
Name	Organisation
Barry Liles (Chair)	University of Wales Trinity Saint David
Cllr. Emlyn Dole	Carmarthenshire County Council
Ruth Mullen	Carmarthenshire County Council
Huwel Manley	Natural Resources Wales
Kevin Jones	Mid & West Wales Fire and Rescue Service
Cllr Jan Curtice	Mid & West Wales Fire and Rescue Authority
Carys Morgans	Office of the Police and Crime Commissioner
Chief Insp Jolene Mann	Dyfed Powys Police
Stephen Gray	Brecon Beacons National Park Authority
Ros Jervis	Hywel Dda University Health Board
Sarah Jennings	Hywel Dda University Health Board
Anna Bird	Hywel Dda University Health Board
Andrew Cornish	Coleg Sir Gâr
Jane Davidson	University of Wales Trinity Saint David
Marie Mitchell	Carmarthenshire Association of Voluntary Services
Alyson Phillips	Department for Work and Pensions
Martyn Palfreman	West Wales Regional Partnership Board

In attendance	
Name	Organisation
Gwyneth Ayers	Carmarthenshire County Council
Kate Harrop	Carmarthenshire County Council
Wendy Phillips	Carmarthenshire County Council
Jane Lewis	Carmarthenshire County Council
Kendal Davies	Carmarthenshire County Council
Clare Pilborough	Carmarthenshire Association of Voluntary Services
Amy Richmond-Jones	Mid and West Fire and Rescue Service
Emma Davies	Natural Resources Wales
Sgt Dawn Fencott-Price	Dyfed Powys Police
Alex Hicks	Welsh Government
Richard Evans	Welsh Government

1. Welcome & Apologies

Apologies	
Name	Organisation
Wendy Walters	Carmarthenshire County Council
Prof. Jean White	Welsh Government
Judith Hardisty	Hywel Dda University Health Board
Supt. Craig Templeton	Dyfed Powys Police
Jonathan Feild	Department for Work and Pensions
Julian Atkins	Brecon Beacons National Park Authority
Rhian Lovell	Wales Community Rehabilitation Company
Christine Harley	National Probation Service
Beth Cossins	Public Health Wales

Barry Liles welcomed everyone to the meeting. He congratulated Wendy Walters on her appointment as Chief Executive of Carmarthenshire County Council. Barry thanked Superintendent Gary Mills for his work on the PSB and informed the Board that Craig Templeton had taken on the role and was represented today by CI Jolene Mann.

2. Minutes and Matters Arising: 25th March 2019

- The minutes were accepted as a true and accurate record.
- Gwyneth Ayers updated that notification had been received last week that the Healthy and Active Fund bid had not been successful.
- Cllr Emlyn Dole reiterated that the Llanelli Wellness and Life Science Village was still progressing and would be delivered in a different way.
- Reference was made to the situation relating to 'County Lines' locally and CI Jolene Mann confirmed that much work has taken place, awareness raising inputs were being given to staff in partner agencies and that disruptive activity was ongoing. No one was currently active in County Lines in Llanelli.
- Action 2 – Huwel Manley stated that the Severe Weather events questionnaire was being finalised and would then be circulated to partners for wider distribution as appropriate.
- Action 8 – Anna Bird confirmed that the action was complete; a discussion had taken place with Huwel Manley relating to NRW being involved in the Community of Practice for engagement activities.
- Action 13 – Kate Harrop said that Jean White had confirmed that she had raised the issue with policy leads in Welsh Government relating to clarifying how Government will work in future with PSBs where a delivery role for PSBs has been identified. This was already an issue that had been identified and Ministers are to be briefed on.
- Action 14 – Jane Davidson spoke about the WBFGA training developed by UWTSO, which is accessible to external agencies and stated that the Health Board had linked in with the University on the training. It was agreed that partners should confirm if they would like to find out more about the training and that Anna Bird should provide feedback on the joint work.
- Action 15 – Kate Harrop confirmed that the good practice information on the Pembrokeshire work experience had been agreed to be progressed through the Prosperous People and Places Delivery Group.
- Action 25 – Information on the agreed matters for communication was awaited.

ACTION

To contact PSB Support Team if interested in finding out more about the WBFGA training developed by UWTSO	ALL
To feed back at a future meeting on the Health Board's work with	Anna Bird

3. Prosperity for All: A Low Carbon Wales

Barry Liles welcomed Alex Hicks and Richard Evans to the meeting to present on this significant item.

- Alex Hicks gave an overview of the Welsh Government plan, launched at the end of March 2019, which included one hundred policy items. This plan will cover the whole of Wales and include collective action. He referred to the UK Committee on Climate Change report which recommended 95% target reduction for Wales compared to the current 80% target reduction in emissions by 2050. Welsh Government declared a Climate Emergency two weeks ago and he was aware that other bodies had done similarly, including Carmarthenshire County Council. The target for Wales would not be net zero due to the unique challenges faced including the high proportion of the agricultural sector. Although only 1% of emissions was from the public sector, it was noted that the sector had a leadership role to play in a number of areas such as procurement. Four priorities for Public Service decarbonisation have been identified: buildings, mobility and transport, land use and procurement.
- Sarah Jennings asked if Welsh Government could be a partner in their planned capital building programme which includes new builds and repurposing existing sites. Alex Hicks replied that this would be considered on a case by case basis and that they could assist with strategic planning. Welsh Government were working with the Llanelli Wellness Village as a critical friend, challenging the project to be low carbon. Sarah Jennings confirmed that the Health Board would welcome Welsh Government involvement.
- Jane Davidson stated that the Welsh Government plan referred to public services being carbon neutral by 2030 but now the target was for 2025. This will be clarified by the next meeting.
- Data relating to emissions by local authority in 2014 showed Carmarthenshire as the second highest area behind Cardiff, and 6th per head of population. Consumption estimates for Wales and Welsh Local Authorities for 2015 was also shown. The data was queried by PSB members and Alex agreed to undertake further analysis on the statistics and report the outcome back to the PSB.
- In response to a question about the support structure provided to public services, Richard Evans said that the Energy Service had been established a year ago to support public services and communities to generate benefits for Wales from the transition to a low carbon energy economy. He referred to a Health Board and Council project at St David's for ground mounted solar energy which had been in progress last year but was now on hold due to planning issues. The service works with partners on opportunities for energy efficiency and generation, supports development and procurement through to implementation. Clients need to put in adequate support in terms of project sponsorship and management. Two projects were referred to:
 1. Cwm Environmental Waste Management facility relating to solar generation opportunities at Nantycws. The Cwm Board would consider this shortly.
 2. Carmarthenshire County Council Re:fit Programme which involved thirty five sites in Phase 1.
- Richard Evans referred to regional energy planning and the 'Swansea Bay City Region – A Renewable Energy Future' report in April 2018 produced by Regen. This included an energy vision for South Wales by 2025. It was important to engage public services with the report.
- Stephen Gray asked how the Low Carbon Plan could be Brexit-proofed, as land use would change depending on the outcome of Brexit. Alex Hicks confirmed that this was referred to in the Welsh Government Plan.
- Huwel Manley said that the challenge for Welsh Government, with Brexit, is the 30-40% change in land use towards intensification. It will be for the Government and Public Services to consider taking whole ownership of a wind farm on their estate or only intervene when the private sector do not deliver. Alex Hicks responded by saying that it is positive to increase the public and community sector ownership of large scale assets and that models could be explored to get more

public service funding into such projects. He referred to an approach by Abertawe Bro Morgannwg University Health Board to the private sector about a solar opportunity and Welsh Government had suggested the Health Board take on ownership.

- Jane Davidson referred to the value of the Energy Service drawing attention to relevant deadlines, such as the Egni Coop feed-in tariff, which has been extended for another year. Most public services are not taking this up so are debarred from future opportunities.
- The Energy Service will be liaising with PSB Co-ordinators on the recent public service survey which has demonstrated the excellent ongoing work. Public bodies will be engaged with over the summer in relation to next steps.
- It was agreed that there was huge scope to incorporate decarbonisation opportunities with new builds but that repurposing existing sites was more challenging and can be less attractive in terms of payback compared to investment or energy use reduction. Reference was made to the Asset Collaboration presentation to be made to the regional meeting on the 7th June and it was agreed that public service decarbonisation should be included in the discussion.
- Huwel Manley spoke about the Brechfa Forest wind farm and the opportunity for public service investment.
- It was agreed to further consider this topic after the 7th June regional meeting and to share information on action being taken on decarbonisation.
- Carys Morgans stated that the new custody facility in Carmarthenshire contained low carbon considerations in the plans.

ACTION	
To provide PSB with further information following analysis on emissions and consumption estimates data by Local Authority area	Alex Hicks
To provide suggestions to Richard Evans Richard.evans@energyservice.wales as to how public services can re-engage with 'Swansea Bay City Region – A Renewable Energy Future' report (April 2018)	ALL
To ensure Asset Collaboration presentation to Regional PSB and RPB event on 7 th June refers to meeting public service decarbonisation priorities	Gwyneth Ayers
To reconsider collective action on decarbonisation after Regional meeting on 7 th June	PSB Support Team to agenda
To inform partners of organisational actions relating to decarbonisation	ALL

4. Carmarthenshire Well-being Plan – Delivery Group Project Plans

Strong Connections

- Marie Mitchell confirmed that there had been no further meetings of the group since the PSB report to the last PSB meeting, but a Volunteering Discovery workshop had been held on 30th April. This aimed to bring together partners to discuss the survey responses on partners' approach to and processes around volunteering. A report on the workshop had been circulated to members. A couple of partner representatives had not had an input but links had been made to all representatives identified. The workshop had looked at a range of areas including barriers, policies, training, recruitment, employee volunteering and what makes a cohesive community.
- Future areas of work identified included a central person to co-ordinate joint working, consistency of training and policies, a pool of volunteers, online platform for sharing information and the need to share resources such as delivering training. While CAVS has a volunteer centre, it is not resourced to deliver on all these areas. The next steps are to develop a strategic plan, have a working group to progress the areas identified for partnership working, and to look at

funding opportunities for a volunteering post to co-ordinate activity – or partners could contribute.

- It was noted that there is a volunteering post in the Transformation Fund, which will complement the work of the Delivery Group but that this remit is far wider than the RPB project.
- In response to a question about the completion of the Volunteering Strategy, Marie Mitchell confirmed that it would be finished in the Spring.
- Asked about the value of having a central person and what this role would co-ordinate, Marie Mitchell replied that there was a need to look at training, policies, the induction of volunteers and accreditation.
- Ruth Mullen spoke about the pooling of volunteers and referred to the Local Resilience Forum, which has a community resilience group looking at a pool of volunteers to be used in an emergency situation. She would provide the contact details to Marie.
- A discussion took place on the sources of community information available such as Infoengine and Dewis. These two are the preferred platforms of the RPB. The Health Board are looking to decide which system to use to signpost people to on their new website. Martyn Palfreman explained that they hold different levels of information but it was understood that relevant information could be shared across the two resources. Pembrokeshire PSB had received a presentation recently on the functionality of Dewis and it was agreed that it would be helpful to have information on these resources. An aggregated data system giving a picture of well-being across partners was needed, with easy public access to contacts.
- The Digital Information System was discussed, the data gathering for which will hopefully be funded by the regional PSB money available and the RPB has resubmitted a bid to the Transformation Fund to share client data and qualitative data from citizen engagement. This will support the Well-being Assessment going forward.
- The Council’s ‘My Account’ was referred to, as this could be broadened to other public service partners.
- Alyson Phillips mentioned the Flexible Support Fund and would check if it can be accessed by volunteers. She referred to ‘Communities for Work’ being able to fund travel expenses, including for volunteers.

ACTION	
To provide contact details for Local Resilience Forum to Marie Mitchell for discussion relating to pool of volunteers	Ruth Mullen
To arrange a demonstration of Dewis and Infoengine at the next meeting	PSB Support Team
To confirm if the DWP Flexible Support Fund can be utilised by volunteers	Alyson Phillips

Prosperous People and Places

- Jane Lewis gave an overview of the progress made by the Delivery Group as outlined in the Project Plan circulated. Key areas being progressed are local food procurement using LEADER funding, Community Wealth Building, skills and education working with the RLSP. A public services cluster group is looking at skills needed and this will be used to inform the Partnership’s plan to Welsh Government. Best practice from other areas is being considered.
- The next meeting will be on 10th June and will include speakers on developing procurement opportunities.
- Last week Welsh Government announced the £3m Foundational Economy Challenge Fund, details to be circulated. Funding to support the testing of innovative ways to deliver day to day services. An application will be developed on behalf of the PSB to support the food procurement work. This does not preclude organisations from also applying for their own projects. Up to £100K is available for each application. Closing date for applications is the 12 July and the draft application will come to PSB on 8 July for approval, prior to submission.

ACTION	
To circulate link to the Foundational Economy Challenge Fund	PSB Support Team
To consider draft bid to the Fund for food procurement project at 8 July meeting	PSB Support Team

5. Carmarthenshire Well-being Plan: Annual Report 2018-19

- Huwel Manley commented that the draft was a good document. He felt that it needed to also include reference under the food procurement project to sustainability, local quality produce and tackling climate change.
- Cllr Emlyn Dole commented that reference needed to be made to the cultural side, Welsh Language and bilingualism.

ACTION	
To amend draft report as discussed	Kate Harrop

6. Regional PSB meeting

- Gwyneth Ayers stated that the regional meeting for the four PSBs taking place on 7 June would focus mainly on developing further links between PSBs and RPB, identifying areas for collaboration. A meeting with Pembrokeshire and Ceredigion PSB leads and the RPB lead would take place this afternoon to discuss the planning of the event.
- A draft agenda was circulated and considered. It was proposed that Ros Jervis will hold a discussion/workshop on social and green solutions to develop and co-design the agenda.
- The afternoon session will consist of presentations on a number of regional issues to prevent the same presentations being given to individual PSBs. These topics are 'Asset Collaboration' following a draft report mapping assets across Dyfed Powys, Additional Learning Needs and Universal Credit update.

7. West Wales Regional Partnership Board update

- Martyn Palfreman thanked the Board for the invitation to attend PSB meetings and gave a brief outline of the Transformation Fund projects and offered to provide a more substantive presentation to the next meeting.
- A bid had been submitted by the RPB for £18m and £11.8m had been awarded to date. Three programmes were supported:
 - Improving Lives Through Technology - using technology to engage people more effectively on the edge of care
 - Accelerate the pace of co-location of health and social care
 - Creating connections for all – volunteering, community connector role.
- Detailed delivery plans are being developed, to be agreed by the Executive Board at the beginning of June. Additional programmes, which were initially unsuccessful, have been resubmitted for consideration, these include the development of a shared client record system linking to the Digital Information System and the citizen engagement across the well-being agenda linking in with PSBs and their engagement networks.
- The RPB also has an additional £11m Integrated Care Funding (ICF) and £10m ICF capital funding over the next 18 months-2 years, a challenging timescale for expenditure.
- The RPB also has an appropriate programme governance structure in place beneath the RPB and going forward there will be PSB representation on relevant groups and RPB representation on the PSBs Delivery Groups as appropriate.

- Martyn Palfreman stated that it was the genuine intention of the RPB to look to share the resources obtained from the Transformation Fund with PSBs.

ACTION	
To present an overview of the Transformation Fund and progress at the next meeting	Martyn Palfreman

8. Wales Audit Office: Review of PSBs and the effectiveness of partnership working

- The Local Authority has been informed of the Wales Audit Office Local Government Studies Programme to be undertaken in the next 12 months. These are studies of local government but includes the PSB. The project brief had been circulated and it was noted that there will be no direct fieldwork in Carmarthenshire.
- As part of the desktop exercise, a submission can be made and this will be circulated for information.

ACTION	
To circulate submission to desktop exercise element of the review for information	Gwyneth Ayers

9. Any Other Business

- Carys Morgans outlined three funding streams available which the PSB will be updated on:
 - Community safety funding for the Glanymor and Tyisha area
 - £25,000 for the Safer Communities Partnership for projects in line with the PCC's Plan
 - Community Fund which closes at the end of the week.
- A request was made for an overview of these funding opportunities with information on the amount, criteria and deadlines to enable a strategic view to be formed on how work could be/was being taken forward collaboratively.
- Alyson Phillips confirmed to members that DWP support was being offered to those affected by the redundancies at Calsonic in Llanelli.
- Marie Mitchell advised members that Volunteers' Week was taking place in the first week in June and partners were welcome to be present on the tour of county to be undertaken.
- Jane Davidson said that she would be interviewing Sophie Howe and Jane Hutt in the Hay Festival on 31 May 5.30-6.30pm. Mark Drakeford would be speaking at the event next year which is when Sophie Howe will have reported back on progress made against the Well-being of Future Generations Act.

ACTION	
To update on projects benefiting from the PCC Community Fund and community safety funding	Carys Morgans /Gwyneth Ayers
To provide an overview of funding opportunities referred to	PSB Support Team
To contact Marie Mitchell if interested in participating in the tour of the county by the mobile unit during Volunteers' Week 1-7 June	ALL

ACTION	
Agreed matters for communication: <ul style="list-style-type: none"> • Cwm Environmental Waste Management Facility (once approved) and Council Re:Fit Programme • PSB Annual Report 	Clare Pilborough

	Summary of Action Points	Who	Update
Actions from 20 May meeting			
1	To contact PSB Support Team if interested in finding out more about the WBFGA training developed by UWTSD	ALL	
2	To feed back at a future meeting on the Health Board's work with UWTSD on WBFGA training	Anna Bird	
3	To provide PSB with further information following analysis on emissions and consumption estimates data by Local Authority area	Alex Hicks	Information being gathered and will be shared at future meeting
4	To provide suggestions to Richard Evans richard.evans@energyservice.wales as to how public services can re-engage with 'Swansea Bay City Region – A Renewable Energy Future' report (April 2018)	ALL	
5	To ensure Asset Collaboration presentation to Regional PSB and RPB event on 7 th June refers to meeting public service decarbonisation priorities	Gwyneth Ayers	Completed
6	To reconsider collective action on decarbonisation after Regional meeting on 7 th June	PSB Support Team to agenda	To be discussed at September 2019 PSB meeting
7	To inform partners of organisational actions relating to decarbonisation	ALL	Information to be gathered
8	To provide contact details for Local Resilience Forum to Marie Mitchell for discussion relating to pool of volunteers	Ruth Mullen	Completed
9	To arrange a demonstration of Dewis and Infoengine at the next meeting	PSB Support Team	On-going
10	To confirm if the DWP Flexible Support Fund can be utilised by volunteers	Alyson Phillips	Update received and will be provided at July 2019 meeting
11	To circulate link to the Foundational Economy Challenge Fund https://gov.wales/foundational-economy	PSB Support Team	Completed
12	To consider draft bid to the Fund for food procurement project at 8 July meeting	PSB Support Team	Completed
13	To amend draft annual report as discussed	Kate Harrop	Completed
14	To present an overview of the Transformation Fund and progress at the next meeting	Martyn Palfreman	Presentation at July 2019 meeting
15	To circulate submission to desktop exercise element of the WAO review for information	Gwyneth Ayers	Completed
16	To update on projects benefiting from the PCC Community Fund and community safety funding	Carys Morgans / Gwyneth Ayers	

	Summary of Action Points	Who	Update
17	To provide an overview of funding opportunities referred to	PSB Support Team	
18	To contact Marie Mitchell if interested in participating in the tour of the county by the mobile unit during Volunteers' Week 1–7 June	ALL	
19	Agreed matters for communication: <ul style="list-style-type: none"> • Cwm Environmental Waste Management Facility (once approved) and Council Re:Fit Programme • PSB Annual Report 	Clare Pilborough	