



9.30am, Monday 8 July 2019
The Boardroom, Ystwyth Building, Hafan Derwen,
Parc Dewi Sant, Carmarthen

MINUTES

Present	
Name	Organisation
Barry Liles (Chair)	University of Wales Trinity Saint David
Cllr. Emlyn Dole	Carmarthenshire County Council
Helen Morgan	Carmarthenshire County Council
Huwel Manley	Natural Resources Wales
Sean Lloyd	Mid & West Wales Fire and Rescue Service
Carys Morgans	Office of the Police and Crime Commissioner
Supt. Craig Templeton	Dyfed Powys Police
Julian Atkins	Brecon Beacons National Park Authority
Ros Jervis	Hywel Dda University Health Board
Sarah Jennings	Hywel Dda University Health Board
Jonathan Feild	Department for Work and Pensions
Andrew Cornish	Coleg Sir Gâr
Jane Davidson	University of Wales Trinity Saint David
Rhian Lovell	Wales Community Rehabilitation Company
Christine Harley	National Probation Service

In attendance	
Name	Organisation
Gwyneth Ayers	Carmarthenshire County Council
Kate Harrop	Carmarthenshire County Council
Wendy Phillips	Carmarthenshire County Council
Jane Lewis	Carmarthenshire County Council
Tom Yearley	UWTSD
Amy Richmond-Jones	Mid and West Fire and Rescue Service
Emma Davies	Natural Resources Wales
Beth Cossins	Public Health Wales
Helen Sullivan	Hywel Dda University Health Board
Anna Bird	Hywel Dda University Health Board
Rhian Dawson	Hywel Dda University Health Board
Martyn Palfreman	West Wales Regional Partnership Board
Clare Hale	Hywel Dda University Health Board

1. Welcome & Apologies

Apologies	
Name	Organisation
Ruth Mullen	Carmarthenshire County Council
Kevin Jones	Mid and West Wales Fire and Rescue Service
Prof. Jean White	Welsh Government
Cllr Jan Curtice	Mid & West Wales Fire and Rescue Authority
Judith Hardisty	Hywel Dda University Health Board
Marie Mitchell	Carmarthenshire Association of Voluntary Services

Barry Liles welcomed two new members to the meeting – Superintendent Craig Templeton and Rhian Lovell. He also welcomed two observers from the Health Board – Clare Hale and Helen Sullivan.

It was noted that attendance had been expected from members of the Council’s Scrutiny committee at future meetings but that today, no committee members were present. Barry Liles stated that the Scrutiny Committee meeting in June had been attended by himself, Cllr Dole and Gwyneth Ayers. The committee had been pleased that the work was moving forward, and the progress that the PSB is now making. It was noted that there is a need to improve communication and messaging coming out of the PSB; a comment which Barry had agreed with.

2. Minutes and Matters Arising: 20th May 2019

- The minutes were accepted as a true and accurate record.
- Gwyneth Ayers updated that further to Jane Davidson’s statement that the Welsh Government target date for public services being carbon neutral was now 2025, Welsh Government had confirmed that the date remained 2030.
- Action 4 – Helen Morgan agreed to source a copy of the ‘Swansea Bay City Region – A Renewable Energy Future’ report (April 2018) and circulate to members. Decarbonisation would be considered at a regional level going forward.
- Action 6 - following consideration at the Regional PSB/RPB meeting in June, collective action on decarbonisation would be considered at the September PSB meeting.
- Action 10 – Gwyneth Ayers outlined the response received from Alyson Phillips, DWP, confirming that the DWP Flexible Support Fund can be considered for travel expenses for volunteers, on a case by case basis, where such expenses cannot be met from any other source. This information would be forwarded to Marie Mitchell.

ACTION

To source a copy of the ‘Swansea Bay City Region – A Renewable Energy Future’ report for circulation to PSB	Helen Morgan
To advise Marie Mitchell of the DWP response in relation to the use of Flexible Support Fund for volunteers	Kate Harrop

3. Town and Community Council Annual Reports

Gwyneth Ayers stated that the Well-being of Future Generations Act places a duty on town and community councils with an income/expenditure of over £200,000 to demonstrate how they contribute to the PSB’s Well-being Objectives. Of the 72 local town and community councils in the county, to date seven have confirmed that they are subject to the duty. Over the last three years, a good working relationship has developed with the seven councils with regular meetings taking place with the clerks and community development officers. There is an opportunity to broaden that

meeting to include partners to progress the discussions. The councils usually only report to the Wales Audit Office and their population, so this annual report to the PSB is a significant step for local councils. The role of the PSB is to be supportive, take any relevant actions forward and identify areas of collaboration with local councils. It was considered to be positive to engage more with these councils and important to provide feedback on their annual reports. The template had been developed by the PSB Support Team in full discussion with the councils. The template gives an overview of the council, area, number of employees, vision and objectives, how they had embedded the Five Ways of Working, examples of projects taken forward and action taken to contribute to the PSB's Well-being Objectives. Some also identified actions against the National Goals.

Carmarthen Town Council

- Huwel Manley made the general comment that there were lots of opportunities provided by the vast areas of green space and it was important to consider how we could better engage with local communities to make the best use of these. There could be a possibility of NRW funding a tree planting project if the seven councils could work together on one application.
- A discussion followed on how to engage meaningfully with all town and community councils. Inviting a representative from One Voice Wales was considered but it was noted that not all local councils belong to this group so it is not fully representational. There is a County Council liaison forum with Town and Community Councils which meets three times a year, but it was recognised that such reporting and engagement could be too onerous for the other town and community councils with their available resources.
- The report refers to the unique approach in the support provided by the PSB to the forum of the seven town and community councils. The Town Council considered this arrangement to be helpful, ensuring effective information sharing and reassurance as necessary. Gwyneth Ayers confirmed that there are not many PSBs who are engaging with their town and community councils and that our local arrangements had been recognised as good practice by both Welsh Government and the Future Generations Commissioner's Office.

Llanelli Town Council

- Many facilities are being run by the Town Council following an asset transfer programme from the County Council.
- There is significant collaboration between Llanelli Town and Rural Community Councils with both undertaking a lot of work prior to the Well-being of Future Generations Act being implemented and were leading the way across Wales with their Place Plans. They had provided much support to the other five local councils.
- The honesty of the report relating to barriers was noted.
- A discussion followed around being able to support the town and community councils more by sharing the learning experienced by the public bodies in embedding the Act, particularly the Five Ways of Working. An example of this would be the Health Board's Well-being Lens.

Llanelli Rural Council

- The level of activity and budget were noted. The council is working diligently to make progress against its Whole Place Plan and the identified fourteen interventions.
- The links between the interventions and the work of the PSB, individual public bodies and other partnerships is clear and the importance of making connections between partners was noted. Links need to be made to ensure real engagement between partners and local communities to provide alignment and enable communities to solve problems for themselves where that is achievable.

Pembrey and Burry Port Town Council

- It was noted that this council has not had a clerk for some time but one had now been appointed. Funding had been provided by the County Council for a Community Development Officer, as had been provided to the other local councils.
- In response to the comment on representation of the sector on the PSB, there was further discussion on this. Comments included the suggestion that the management of this interaction by other PSBs could be considered, it would be best to focus on the seven larger councils initially and that it was difficult to get true representation from all local councils but important to ensure this was part of the national conversation with One Voice Wales. It was noted that the Chair of One Voice Wales attends Pembrokeshire's PSB.

Llanedi Community Council

- The feedback comments to the PSB were discussed. The reference to a top-down approach was felt to be an interesting and fair comment, although the engagement of the local councils in the development of the PSB's Well-being Plan was noted. The annual reports outlining how local councils are contributing to the PSB's Well-being Objectives is a requirement of the Act.
- With regards to training, Barry Liles asked about the programme being developed by UWTSD. Jane Davidson confirmed that the Future Generations Certificate should be ready in the Autumn and would be available to external parties.
- It was recognised that when the Well-being Assessment was developed it was countywide focussed and not sufficiently localised. The Council's Rural Affairs Task Group report, adopted last week, includes a Ten Rural Towns model, and shifts to more of a place based approach.

Llannon Community Council

- Cllr Emlyn Dole declared an interest as he's a member of this Community Council. He did state that, while the template is helpful, he did not believe that the report reflected the local area sufficiently. The report does not give a true picture of the ambition of this small council particularly around wellness.
- There was a further discussion about representation at the PSB and whether or not there should be consideration of making the PSB meetings public. It was agreed that Barry Liles and Gwyneth Ayres, when they meet with the Town and Community Councils to provide feedback on the annual reports, and will also discuss how to progress representation at the PSB.

Cwmamman Town Council

- The Five Ways of Working have been embedded across all Council activity. In considering the feedback provided, it was agreed that the PSB needs to improve how it communicates with partners and stakeholders. The sharing of corporate data, held by partners, with local groups could certainly take place. The planned regional Data Information System could take data down to the local level. Huwel Manley referred to 'Lle' – a data hub, details to be circulated. The request for support from the PSB around sustainability, by way of training, conferences or reference resources, is a useful suggestion.
- Helen Morgan referred to the Ten Towns initiative, which is to be launched shortly with action plans developed using a whole systems approach. It was felt that these annual reports were very useful in relation to that initiative. Details about the programme will be shared with PSB members once available.
- Annual reports to be further considered by members and distributed within organisations as appropriate.
- It was also confirmed that there are a number of other local councils who are also close to being subject to the Act by meeting the threshold over three consecutive years, as required. These include Llangennech, Llandybie and Kidwelly.

ACTION	
To provide feedback on annual reports to the Town and Community Councils	Barry Liles / Gwyneth Ayers
To discuss with the Town and Community Councils how to take forward future representation at PSB	Barry Liles / Gwyneth Ayers
To circulate link to the Welsh Government data hub – Lle http://lle.gov.wales/home	PSB Support Team
To circulate progress update on the Ten Towns initiative	Helen Morgan
PSB members to consider content of Town & Community Councils annual reports and share within their organisations as appropriate	ALL

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

Safer Communities Partnership (SCP)

- Superintendent Craig Templeton, Divisional Commander for the county, gave an overview of discussions at the last Partnership meeting on 6th June, including progress achieved since the last report to the PSB in March against the Partnership’s priorities -
 - Class ‘A’ Drugs and County Lines,
 - Violent Crime including Violence Against Women, Domestic Abuse and Sexual Violence,
 - Counter- Terrorism,
 - Cyber Crime and
 - Child Sexual Exploitation.
- Ideas for the £25K allocated to the Partnership by the PCC were considered. It was agreed to further explore bids on work in schools to engage with young people on exploitation and vulnerability issues and also to look at other innovative ways to get key messages out to young people.
- The future of the Probation Service was discussed which will see the National Probation Service having responsibility for managing all offenders on a community sentence or licence following release from Prison in England and Wales. This integrated offender management will be in place in Wales by the end of 2019.
- It was noted that Police recorded crime statistics for the year ending April 2019 show increases which are reflected nationally and other crimes are flattening out. This is probably due to changes in the recording crime practice making the statistics more accurate with increased confidence in reporting.
- The Partnership’s updated action plan had been circulated. Updates of note included:
 - Serious and Organised Crime Tactical Group had met to discuss individuals of concern relating to County Lines activity and discussions are also taking place at a regional level with intelligence being shared. Partners are interested in learning more about County Lines and the Police are grateful for the engagement by partners. Proactive action taken by partners to tackle County Lines issues has meant that we do not currently have a County Lines set up in Carmarthenshire however help is needed from all partners to ensure it stays that way.
 - 206 staff from partners attended multi-agency briefing sessions in March 2019 on County Lines and Counter-Terrorism Prevent. A further session has been held with County Councillors in June, with numerous requests coming in for awareness raising sessions from other partners.
 - The Cyber Bus visited by 91 members of public and 17 businesses during visit to Carmarthen Town Centre in March. Difficult to get the message out to the public on this hidden threat as awareness only tends to happen when they become a victim.
 - Child Sexual Exploitation training arranged by the Police was also attended by 15 staff from partners, places were funded by the SCP. The training was well received.

- The term cuckooing was explained as where drug dealers take over the home of a vulnerable person to use it as a base for dealing drugs.
- A police officer is available to raise awareness on County Lines to staff, details to be provided.
- Reference was made to the PCC's Community Fund, a pot of £400,000, which had made a recent award of £105,000 across Dyfed Powys, details to be circulated.

ACTION	
To provide details of police officer able to give presentations to staff on County Lines: PC Stephen Morris stephen.morris@dyfed-powys.pnn.police.uk	Kate Harrop
To arrange County Lines presentation for DWP staff	Jonathan Field / Kate Harrop
To circulate information on projects benefitting from the PCC's Community Fund	Carys Morgans

Healthy Environment

- Emma Davies stated that the delivery group had been productive. Consultants, AECOM, had been engaged to produce a climate change review document across the region which included a list of 'at risk' communities. In the next year, these communities will be focussed on to find out more about perceptions of resilience to climate change.
- Partners contributed to a Welsh Government questionnaire on environmental management and climate change undertaken by Carbon Trust. It was disappointing to learn that the data is only available across Wales, not by county. The delivery group will seek to obtain the information provided by local partners to enable county based data to be collated.
- The focus for the coming year will be work in communities and getting messages out to the public on how they can take simple actions to make changes to reduce carbon emissions.
- It was agreed that PSB partners need to take ownership of this issue by considering the energy we consume, how we move around the county and how we engage with communities.
- Tom Yearley spoke about the importance of having a consistent, single partnership approach to communications to prevent engagement fatigue. Best practice in engaging stakeholders should be identified. The group was looking at the possibility of running regional seminars. He referred to increased awareness as Climate Emergencies have been declared.
- Sarah Jennings responded by saying that there is a regional engagement group of all partners which is working to co-ordinate engagement so that it is done once and done well. It was confirmed that Emma is the NRW representative on that group but unfortunately has not been able to attend the small number of meetings to date. PSB partners also need to lead by example as far as becoming carbon neutral - a new £6million hospital will be built in the next seven years which should be carbon neutral. Huwel said that timber should be used more in construction and it was agreed that NRW can assist by challenging such issues. A Health Board representative will be identified for the Healthy Environment Delivery Group.
- Jane Davidson referred to the Welsh Government requirement on public services and emphasised the importance of taking meaningful action to become carbon neutral by 2030. Cllr Emlyn Dole supported this, saying that discussions needed to take place on what is achievable in Carmarthenshire. It was agreed that the language needed to be right to give simple messages to all so that meaningful action can be taken at a local level.
- Emma Davies stated that a session was to be held around messaging, 'Climate Futures', in the South West area between September – December.
- It was agreed that a half day session would be held in September to consider PSB action.

ACTION	
To identify a Health Board representative for the Healthy Environment Delivery Group	Sarah Jennings
To develop a half-day session in September to consider how partners can develop and contribute to climate change programme	Barry Liles/ Gwyneth Ayers/ Huwel Manley/ Emma Davies
To consider PSB action to support the County Council's climate emergency declaration. To be considered as part of half-day session	Barry Liles/ Gwyneth Ayers/ Huwel Manley/ Emma Davies
To share the assets mapping presentation given by Jonathan Fearn at the regional PSB meeting	PSB Support Team

5. Foundational Economy Challenge Fund

- Barry Liles thanked Professor Kevin Morgan, Jane Davidson and Gwyneth Ayers on their work on the local food procurement project. Funding of up to £100,000 is available for work to be delivered by March 2021. The deadline for applications to the Fund is 12th July and all partners must provide any comments on the draft application within 24 hours. It is proposed to appoint a project officer, ideally with procurement expertise, with a view to developing a collaborative methodology to procurement going forward. This would be easily transferable to other sectors. LEADER funding has been secured for the mapping work to identify local food producers, any gaps and to consider opportunities for existing and new providers. Simon Wright from the Emporium is a partner in the project and the RSA, with links through Jane, are supporting the application. Barry and Gwyneth had attended the launch of the challenge fund by the Deputy Minister, Lee Waters, who passionately supports grounded enterprises and is looking to PSBs to deliver on this agenda.
- Julian Atkins informed members that the National Park Authority had recently awarded sustainable development funding to the 'Our Food Brecon Beacons' project, a community driven approach in Crickhowell to encourage new food entrants. Contact details to be provided as this has real synergies with the PSB's food procurement project.

ACTION	
To email comments on draft application to Gwyneth Ayers by end 9 th July	ALL
To provide contact details for 'Our Food Brecon Beacons' project	Julian Atkins

6. Regional PSB and RPB Meeting Update

- Barry Liles said that the RPB and PSB leads for the region were identifying opportunities and a way forward from the recent meeting. The general consensus had been that work should take place more regionally on a number of projects such as citizen engagement and Social and Green Solutions to Health. This will be written up by September.
- Partners were asked for any feedback on the event itself to assist in planning future sessions. Martyn Palfreman stated that it had been a positive event, consolidating previous discussions. There needed to be a balance between the need to have proper accountability but being able to deliver with the Boards working better together.

7. West Wales Regional Partnership Board (RPB) update

- Martyn Palfreman gave an overview of the RPB, its programmes and draft wider regional governance structure. The RPB had submitted a bid for £18m to the Welsh Government ‘Transformation Fund’ over two financial years, for eight inter-linked programmes with four strategic aims –
 - Improving Lives Through Technology
 - Strengthening Integrated Localities
 - Support Change Together
 - Connecting People...Kind Communities.

Just under £12m had been received for three of the eight programmes –

- Proactive Technology-Enabled Care
- Fast-tracked, Consistent Integration
- Creating Connections for All.

Implementation plans have been developed for each at regional and county level, £100,000 is available for evaluation, a communications and engagement plan is being developed and opportunities to link funding and activity with PSBs are being pursued.

- The deadline for completion is December 2021 but a request has been made to Welsh Government to extend this to March 2022. Bids which had not been approved were resubmitted in May.
- The RPB’s annual report for 2018/19 has just been published.

ACTION	
To circulate a copy of the presentation given by Martyn Palfreman at the meeting	PSB Support Team
To discuss an individual RPB programme at future meetings and consider its impact on partners’ activities	PSB Support Team

8. Any Other Business

- The next PSB meeting is on 12 September at the Halliwell Centre in Carmarthen.
- Jane Davidson referred to the Food and Farming Commission’s report, which is due to be published on 16 July and features food procurement.
- Gwyneth Ayers spoke about the Council’s Rural Affairs report, where Carmarthenshire is the first Council in Wales to look at how we work with partners to support rural communities. The PSB can consider how it can take some of the matters forward on a partnership basis.

ACTION	
To consider the Food and Farming Commission report due to be published on 16 July at next PSB meeting	PSB Support Team
To consider the Council’s Rural Affairs Task Group report at the next PSB meeting	PSB Support Team

	Summary of Action Points	Who	Update
Actions from 8 July meeting			
1	To source a copy of the 'Swansea Bay City Region – A Renewable Energy Future' report for circulation to PSB	Helen Morgan	Completed
2	To advise Marie Mitchell of the DWP response in relation to the use of Flexible Support Fund for volunteers	Kate Harrop	Completed
3	To provide feedback on annual reports to the Town and Community Councils	Barry Liles / Gwyneth Ayers	Meeting with Council representatives on 9 September 2019.
4	To discuss with the Town and Community Councils how to take forward future representation at PSB	Barry Liles / Gwyneth Ayers	Meeting with Council representatives on 9 September 2019.
5	To circulate link to the Welsh Government data hub – Lle http://lle.gov.wales/home	PSB Support Team	Completed
6	To circulate progress update on the Ten Rural Towns initiative	Helen Morgan	September PSB agenda – Moving Rural Carmarthenshire Forward
7	PSB members to consider content of Town & Community Councils annual reports and share within their organisations as appropriate	ALL	
8	To provide details of police officer able to give presentations to staff on County Lines: PC Stephen Morris stephen.morris@dyfed-powys.pnn.police.uk	Kate Harrop	Completed
9	To arrange County Lines presentation for DWP staff	Jonathan Field / Kate Harrop	Completed
10	To circulate information on projects benefitting from the PCC's Community Fund	Carys Morgans	Completed. Link to funded projects below: http://www.dyfedpowys-pcc.org.uk/en/the-commissioner/commissioners-community-funding/
11	To identify a Health Board representative for the Healthy Environment Delivery Group	Sarah Jennings	Completed
12	To develop a half-day session in September to consider how partners can develop and contribute to climate change programme	Barry Liles/ Gwyneth Ayers/ Huwel Manley/ Emma Davies	September PSB agenda

	Summary of Action Points	Who	Update
13	To consider PSB action to support the County Council's climate emergency declaration. To be considered as part of half-day session	Barry Liles/ Gwyneth Ayers/ Huwel Manley/ Emma Davies	September PSB agenda
14	To share the assets mapping presentation given by Jonathan Fearn at the regional PSB meeting	PSB Support Team	Completed
15	To email comments on draft application to Gwyneth Ayers by end 9 th July	ALL	Completed. Awaiting decision by end of September 2019
16	To provide contact details for 'Our Food Brecon Beacons' project	Julian Atkins	Completed
17	To circulate copy of the presentation given by Martyn Palfreman at the meeting	PSB Support Team	Completed
18	To discuss an individual RPB programme at future meetings and consider its impact on partners' activities	PSB Support Team	September PSB agenda
19	To consider the Food and Farming Commission report due to be published on 16 July at next PSB meeting	PSB Support Team	Report circulated for information
20	To consider the Council's Rural Affairs Task Group report at the next PSB meeting	PSB Support Team	Completed