



9.30am, Monday 25th March 2019
SCC, Police Headquarters, Carmarthen

MINUTES

Present

Name	Organisation
Barry Liles (Chair)	University of Wales Trinity Saint David
Ian Jones	Carmarthenshire County Council
Huwel Manley	Natural Resources Wales
Rob Quin	Mid & West Wales Fire and Rescue Service
Kevin Jones	Mid & West Wales Fire and Rescue Service
Prof Jean White	Welsh Government
Carys Morgans	Office of the Police and Crime Commissioner
Supt. Gary Mills	Dyfed Powys Police
Julian Atkins	Brecon Beacons National Park Authority
Anna Bird	Hywel Dda University Health Board
Matt Morden	Coleg Sir Gâr
Jane Davidson	University of Wales Trinity Saint David
Marie Mitchell	Carmarthenshire Association of Voluntary Services
Jonathan Feild	Department for Work and Pensions

In attendance

Name	Organisation
Gwyneth Ayers	Carmarthenshire County Council
Kate Harrop	Carmarthenshire County Council
Wendy Phillips	Carmarthenshire County Council
Jane Lewis	Carmarthenshire County Council
Joanna Jones	Carmarthenshire County Council
Amy Richmond-Jones	Mid and West Fire and Rescue Service
Emma Northcote	Dyfed Powys Police

1. Welcome & Apologies

Apologies

Name	Organisation
Cllr. Emlyn Dole	Carmarthenshire County Council
Wendy Walters	Carmarthenshire County Council
Judith Hardisty	Hywel Dda University Health Board
Ros Jervis	Hywel Dda University Health Board
Sarah Jennings	Hywel Dda University Health Board

Andrew Cornish	Coleg Sir Gâr
Cllr. Jan Curtice	Mid & West Wales Fire and Rescue Authority
Christine Harley	National Probation Service

Barry Liles welcomed everyone to the meeting. It was noted that Bernardine Rees had recently retired as Chair of the Health Board and that Judith Hardisty was currently Acting Chair. Barry asked to extend our sincere thanks to Bernardine Rees for her support to the PSB over a number of years and wished her well.

It was also noted that Rob Quin will be retiring at the end of the week. Barry sincerely thanked Rob Quin for his contribution to the work of the PSB, both in terms of these meetings and also his involvement with various delivery groups. Rob Quin noted Joanna Jones' support and hard work also in the Early Intervention group.

2. Minutes and Matters Arising: 14th January 2019

- The minutes were accepted as a true and accurate record.
- Action 12 – Gwyneth Ayers confirmed that publicity was to be arranged for MECC and informed partners that there is now a 'News' section on the PSB website. It was agreed that the PSB should take stock at the end of each meeting on the messages to promote. It was noted that MECC is being delivered in other areas, such as Caerphilly, and it would be beneficial to make contact with those areas. Kate Harrop confirmed that some links were being made with other PSBs regarding MECC and this would be taken forward.
- Action 14 – Gwyneth Ayers updated that liaison with Academi Wales was ongoing relating to a bespoke development session for the PSB.
- Action 15 – Jane Davidson referred to the launch of the Welsh Government's 'Prosperity for All – A Low Carbon Wales' plan with its statutory framework which would apply to all PSBs. It was agreed that this would be discussed under AOB.

ACTION

To contact other PSBs about MECC as appropriate to share information	PSB Support Team
--	-------------------------

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

The first round of project plan updates from the Delivery Groups were presented to the PSB.

Healthy Environment

- Huwel Manley thanked Tom Yearley, as Vice Chair, and Wendy Phillips for the administrative support provided to the group.
- Main focus for the group had been to better understand climate change in the county. A consultant was commissioned by NRW to undertake a Severe Weather Assessment across the three PSBs. A questionnaire to obtain the views of the public has been developed and has been tested in Pembrokeshire. The questionnaire is available to PSB partners to distribute.
- £15-20k would be available to the three PSBs in the South West to support this work going forward.
- Welsh Government commissioned the Carbon Trust to survey all public sector organisations in Wales on climate readiness and emissions. Unfortunately, the production of this information has been delayed but will be considered by the group when available.
- Issues relating to flooding were considered with the importance for the public who are at risk to be aware of what support they can access and how to protect their properties. It was suggested that the MECC approach could be utilised to engage with people at risk.

- The drive towards more sustainable transport was discussed. Partners are looking at the procurement of charging points and it will be important to look to have joint arrangements to reduce organisations' carbon footprint. Kevin Jones referred to a transport infrastructure group in Powys, which has partners considering use of capital programme money or funding bids to procure joint charging points. Gwyneth Ayers said that there is also a LEADER funded project looking at the installation of such points across the County. Further work to identify areas of commonality needs to be undertaken.
- Jean White referred to the health risks for people not on mains water and said that there needed to be more awareness of these risks associated with having your own water supply.
- Gwyneth advised the Board that at its Full Council meeting in February 2019, Carmarthenshire County Council fully supported a motion put forward by Cllr Aled Vaughan-Owen; elements of which included declaring a Climate Emergency, a commitment to make the Council a net zero carbon local authority by 2030 and working with the PSB to develop opportunities to make carbon savings. An internal working group has been set up and Gwyneth will raise the issue of broader partnership involvement. The Healthy Environment group will have a role in taking this work forward in partnership. Details will be circulated to the Board and this will be further discussed at the next PSB meeting.
- Jane Davidson suggested she speak at this point about the Welsh Government's 'Prosperity for All – A Low Carbon Wales' plan rather than raising it under AOB as discussed earlier. The Plan had been launched last week by the First Minister. Welsh Government put in place a statutory framework before Christmas and delivery of its action plan will address climate change and the areas identified by the Healthy Environment group. The First Minister will be aligning financial and carbon delivery processes by 2021 and the Plan places strong expectations on the public sector. Changes to procurement arrangements will be critical. All partners are encouraged to register with Egni-Co-op by the end of the month in order to access FITS for the year. There is no commitment in registering, no risks but an opportunity for a substantial income. It was agreed to circulate information on the Welsh Government's Plan and to discuss at the next PSB meeting.
- Gwyneth Ayers and Barry Liles had met with Neil Lewis and there would be discussion at a future meeting around the support available.
- Anna Bird referred to a session to develop a Community of Practice around engagement activities which a number of partners had participated in. Huwel Manley stated that NRW would like to be part of those discussions and Gwyneth Ayers said that it was important to consider how to take much of this work forward through the PSB and its Delivery Groups.

ACTION	
To provide Severe Weather events questionnaire to PSB Support Team for circulation to partners for wider distribution as appropriate	Huwel Manley
To consider inclusion of MECC message relating to flooding in flood risk areas	PSB Support Team
To raise the co-ordination of the installation of EV charging points across organisations for inclusion in the LEADER funding programme	Gwyneth Ayers
To circulate a copy of the Climate Emergency notice of motion passed by the Council on 20 th February and link to the debate. This will be discussed further at the next PSB meeting.	PSB Support Team
Each organisation to pre-register with Egni-Co-op to have the potential of accessing FITS over the next year.	ALL
' Prosperity for All: A Low Carbon Wales ' to be discussed at the next PSB meeting	PSB Support Team
To discuss involvement of NRW in discussions around development of a Community of Practice for engagement activities	Anna Bird / Huwel Manley

Early Intervention & Prevention

- Rob Quin gave an overview of the discussions to date, stating that areas to prioritise had been identified, as outlined in the project plan, which gives a clear pathway to progress along. A workshop on 18th February had received presentations on key areas, some of which had been highlighted by the PSB eg ACEs. A number of issues had been raised by the group for escalation to the PSB. These included the crossover between the work of the RPB and PSB and it was hoped that there would be more clarity once Ros Jervis took over the chair of the delivery group. There were a number of discussions taking place about information sharing – the Police & Crime Commissioner was leading on a platform, there was the regional digital platform being discussed, a police initiated one and the RPB's. Anna Bird confirmed that there were joint discussions taking place with the RPB about the regional platform.
- Rob Quin outlined the progress made against the milestones, as listed in the project plan, and updated that the outcome of the Healthy and Active Fund bid would not be known until end of May as there was a delay. £400,000 over 3 years had been bid for.
- Barry Liles referred to a joint RPB and PSB event in Cardiff the previous week which he had attended, as had Jean, Kevin and Gwyneth. This had been a timely and useful national event and Gwyneth confirmed that there had been good representation from the RPB (Martyn Palfreman, Head of Regional Collaboration) and from this PSB. There was recognition from Welsh Government that the two Boards needed to work together, following their creation from two separate pieces of legislation – the Well-being of Future Generations Act and the Social Services Well-being Act. She reported that there were good working relationships between the lead officers of the three PSBs, the RPB support team and Hywel Dda UHB and discussions were taking place as to how take forward areas of common interest. The RPB's bid to the Transformation Fund was for £18 million for 8 projects. Anna Bird updated that confirmation of £11 million worth of funding had been received by the RPB and that working groups were developing the resubmission of the other bids which had not been initially approved. Information would be shared on the bid when in a position to do so.
- It was noted that the regional digital information sharing platform developed by the PSBs had been included in the RPB bid and had not yet been approved so an application had been made to the regional PSB Support Grant for 2019/20 to use the funding to develop the system, with the RPB looking to support the project with officer time to support its development. Welsh Government have indicated they are supportive of the bid to the PSB Support grant and approval is awaited. The RPB are interested in developing the system to share personalised information. Rob Quin stated that there was a need to share information between partners and was reassured that there is corporate information sharing capacity in the regional system.
- It was agreed to invite representation from the RPB to attend future PSB meetings, and to have the RPB as a standing agenda item.
- Jean White spoke about the launch of the new 'Maternity Vision for Wales' which encourages breastfeeding. The aim is for Wales to become a 'Breastfeeding friendly nation' and looks at what society and employers need to do to achieve that. The example of Newport was given where employers and premises such as cafes and restaurants had been liaised with. Request made that the 1,000 Days initiative would have a strong breastfeeding element.
- Carys Morgans confirmed that the PCC was keen to support the work being undertaken in Tyisha and had allocated funding towards this initiative.
- Jane Davidson commented on how Welsh Government was looking to work with PSBs where a clear role had been identified for PSBs in taking forward the prevention and well-being agenda forward. She noted that there was a lack of awareness of the WBGF Act at the Low Carbon plan launch. Jane referred to the online training materials on the WBFG Act developed by UWTSD which could be adopted by PSB members.

- Jane Davidson went on to note that the Llanelli Wellness and Life Science Village was now dead and that plans were being re-considered. Gwyneth Ayers responded by saying that she would not want members leaving the room thinking that the Wellness Village project was dead as the ambition to deliver the project remains but different delivery approaches are now being developed. There is a firm commitment by partners to deliver the project. Ian Jones confirmed that work was moving forward on the leisure centre/Wellness Hub and this was linked to the Healthy and Active Fund.

ACTION	
To invite a representative from the RPB to attend PSB meetings and to include the RPB as a standing agenda item	PSB Support Team
To circulate a summary of the Transformation Fund bid	PSB Support Team
To co-ordinate information-sharing discussions currently taking place to ensure required links are made	Gwyneth Ayers
The First 1000 Days project to include a strong breast feeding element	Ros Jervis / Beth Cossins
To clarify how Welsh Government will work in future with the PSBs, where a clear role is identified for PSBs in delivery	Jean White
To provide information on the WBFGA training developed by UWTSD to see if can be adopted by the PSB	Jane Davidson

Strong Connections

- Marie Mitchell updated that the group had focussed on gaining a better understanding of the volunteering landscape among partners. There were different arrangements in place across partners and now it was hoped that the correct representatives had been identified from partner agencies. The next step is a workshop at the end of April to share the information obtained by partners. This will assist in the planning work to develop a Volunteering Strategy. There are not always good quality opportunities available for all those interested in volunteering.
- Jonathan Feild referred to the work experience project in Pembrokeshire and suggested the group look at if any best practice could be shared.

ACTION	
To provide good practice information from Pembrokeshire to Menna Davies to share with the volunteering group	Jonathan Feild / Menna Davies

Prosperous People and Places

- Jane Lewis stated that the group had identified three key areas:
 - (1) developing and retaining a talented population,
 - (2) apprenticeships and
 - (3) procurement and community benefits.
- 1 - the group is working through the RLSP. A group of public service partners will meet in two weeks to discuss skill requirements.
- 2 – the use of apprenticeships by partners and potential developments are being explored regionally and will inform the Employment and Skills Plan. Information is being shared through the Provider sub-group.
- 3 – the food procurement project for the county is one element of this work. LEADER funding is available to map current local food producers. Community benefits – looking at how to ensure opportunities are available for young people to be taken on by contractors doing construction work.

- JL noted that she was aware of the work experience project in Pembrokeshire referred to by Jonathan Field, led by the College. There is potential for rolling this out across other counties.
- The work outlined above will inform Delivery Group's action plan to be set at next meeting on 9th April.
- Barry Liles commented that procurement principles are being developed for the City Deal and that once finalised, these will be brought to a PSB meeting. This work builds on the discussion with Steffan Jenkins at the PSB meeting last September.
- Gwyneth Ayers stated that Welsh Government 'Foundational Economy' grant will be available from next month. PSB will be submitting bid in relation to taking this agenda forward locally as discussed at the January 2019 PSB meeting. Initial mapping work to be undertaken by the PSB as to where partners sit against the community wealth building principles.

ACTION	
The procurement principles for the City Deal to be discussed at a future meeting when finalised	Barry Liles
To undertake initial mapping of current PSB organisational activity against Community Wealth Building principles	Gwyneth Ayers

Safer Communities Partnership

- Gary Mills said that the group had again met on 19th February. The discussion included agreement of their Terms of Reference, a final report on a Domestic Homicide Review and the agreement of a draft action plan. Kate Harrop noted that the Partnership had a separate action plan as it was not directly responsible for delivery of specific elements of the Well-being Plan. She gave an overview of the action plan which targeted the group's five 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 (CSE).

For a number of these, there was work to be done to ensure the partnership supported the local delivery of objectives and actions contained in regional plans.

- Actions which had been progressed included:
 - Four multi-agency briefing events for partners on County Lines and Counter-Terrorism Prevent on 6th and 7th March, attended by over 200 staff.
 - Presentations to primary and secondary Head Teacher Forums on county Lines by CI Jolene Mann
 - Closer working being developed between the police and the Women's Survivors Support Project in Carmarthen
 - Cyber Bus hosted in Carmarthen Town Centre on 19th March as part of a promotional tour across Wales to raise awareness of vulnerability to cyber crime and to advise the public how to reduce the risk of being a victim.
 - Further discussions held by the MECC Steering Group to plan the roll out of training to groups of staff.
 - Safeguarding awareness training session for licensed premises and door staff held in February and this will be rolled out across the county. The session had been arranged by the Police and Council's licensing team and covered CSE, County Lines and the White Ribbon Campaign.

It was agreed that two of the groups would provide updates at each future PSB and that this would be Prosperous People and Places and Strong Connections for the May meeting.

ACTION

Update report from PP&P and Strong Connections to be provided at the next meeting

Jane Lewis &
Marie Mitchell

4. Regional PSB Meeting

- It was noted that Powys County Council are part of the Regional PSB and that the West Wales RPB would also be invited to attend the regional meeting on 7th June. It was agreed that Powys RPB should also be invited.
- Gwyneth Ayers had circulated a list of suggested items for the agenda for the June meeting and, following discussion, it was agreed that the recommended agenda items should be:
 - Main item – improving understanding between the PSBs and RPBs on priorities, areas of commonality and identifying areas to progress regionally. To include workshop session.
 - Universal Credit – update for information from Jonathan Feild.
 - Dyfed Powys wide asset-mapping project – Jonathan Fearn. Available assets have been identified by partners, report produced considering matters such as collaborative opportunities, agile working and sharing of estates.
 - Food procurement project – to raise awareness of other PSBs.
- A discussion followed relating to ACEs. Rob Quin stated that the Police-led project focus on improving referral processes and dealing with referrals which did not meet the threshold, meant that it was not dealing with preventing ACEs – which is the PSB’s focus. Jean White referred to a resilience tool used by Health Visitors to assess needs of families and issues they are suffering with. It is important that this information is utilised to inform interventions needing to be put in place. The potential role of the Early Years Integration Pathfinder in preventing ACEs was discussed.
- It was acknowledged that not all are fully supportive of a regional meeting and agreed that an independent facilitator for the meeting would be useful so that it would not be felt that an individual PSB or partner was taking the lead. Keith Moultrie, the facilitator at the national PSB/RPB event, was suggested. He has completed work for the West Wales RPB and Martyn Palfreman has confirmed that the RPB would be able to fund his involvement. It was agreed to support an independent facilitator.
- It was noted that the Police, Fire and Rescue Service and NRW would welcome more streamlining to help avoid duplication for its PSB members. It was recognised though that this would be only the second regional meeting.

ACTION

To invite Powys RPB to the Regional PSB meeting	Gwyneth Ayers
To confirm draft agenda with regional colleagues based on discussion	Gwyneth Ayers
To consider how stopping ACEs from happening in the first place can be included in Early Years integration pathfinder.	Gwyneth Ayers
To invite Keith Moultrie to facilitate the June Regional PSB meeting	Gwyneth Ayers

5. Our Future Generations Living Well: A Health & Well-being Framework for Hywel Dda

- Anna Bird outlined the new twenty year Strategy, approved by the Health Board in November 2018. This Strategy was introduced following the ‘Transforming Clinical Services’ (TCS) programme which had taken a long-term look at health and care services with a focus on prevention, early intervention and shifting care away from hospitals into homes and communities. Following a public consultation on TCS from April-July 2018, eleven clinical recommendations were approved by the Health Board last September.
- The new Strategy gives a long-term vision with a commitment to the Well-being of Future Generations and Social Service and Well-being Acts. It recognises the need to transform the whole system as it impacts much wider – for example of the environment and jobs. It is known that health care services working alone can have less than a 10% influence on well-being. The Strategy provides a community model and a hospital model. The community model is based on a network of staff providing a broad range of multi-disciplinary health and care services as close to home as possible. There will be single points of access – Wellness Hubs – building on community resource teams, around GPs and discussions are taking place with partners to bring in other services, such as the police and libraries.
- The hospital model includes a new urgent and planned care hospital between Narbeth and St Clears.
- A well-being lens has been developed with partners to implement the five Ways of Working.
- It was commented that the ‘check and challenge’ questions approach shown in the Strategy had been used as part of the Early Intervention and Prevention workshop and have been useful to determine the course of action needed. The Healthy and Active Fund bid had also been framed around this approach.
- It was agreed that housing was a key element of well-being and was noted that housing and education representatives are to be new members of the RPB and that housing do sit on the Early Intervention and Prevention Delivery Group. Carys Morgans stated that the four Welsh PCC’s and Chief Constables are meeting this week to discuss homelessness. In Carmarthenshire, the social housing stock is still in Council ownership. It was agreed that links with Supporting People in the Council’s Homes and Safer Communities Service should be made.

ACTION

Circulate information sheet on the well-being lens	Anna Bird
To follow up on links with Supporting People arrangements locally	Gwyneth Ayers

6. Any Other Business

- Jonathan Feild stated that there had been two significant redundancy situations impacting on the area. The first was Schaeffler in Llanelli with 200 job losses. PSB members were reassured that work was taking place with Careers Wales, Welsh Government and Council Regeneration colleagues to provide support. The second was Dawnus in Llansamlet with 530 employees across Wales affected; of which 85 were from Carmarthenshire.
- Jane Davidson updated that UWTSO were taking redundancies forward – 170 in total; of which 70 were voluntary. She said that all universities in Wales were facing a similar position. All campuses will remain open.
- As agreed at the beginning of the meeting, there followed a discussion about potential topics for news items and these were agreed.
- The next PSB meeting will be held on Monday 20th May at Fire and Rescue Service HQ, 9.30am.
- Rob Quin commented that he had sat on a number of PSBs and none of the others operated as well as this one with the level of commitment and expertise shown by members. He praised Barry Liles as the Chair and the PSB Support Team.

ACTION

Agreed matters for communication:

- 'Prosperity for All – A Low Carbon Wales'
- emerging funding opportunities from the Transformation Fund and RPB

Emma Northcote

	Summary of Action Points	Who	Update
	Actions from 25th March meeting		
1	To contact other PSBs about MECC as appropriate to share information	PSB Support Team	On-going
2	To provide Severe Weather events questionnaire to PSB Support Team for circulation to partners for wider distribution as appropriate	Huwel Manley	
3	To consider inclusion of MECC message relating to flooding in flood risk areas	PSB Support Team	On-going
4	To raise the co-ordination of the installation of EV charging points across organisations for inclusion in the LEADER funding programme	Gwyneth Ayers	On-going
5	To circulate a copy of the Climate Emergency notice of motion passed by the Council on 20 th February and link to the debate. This will be discussed further at the next PSB meeting. View from 28 minutes 43 seconds – items 6 & 7 https://carmarthenshire.public-i.tv/core/portal/webcast_interactive/405826	PSB Support Team	Completed
6	Each organisation to pre-register with Egni-Co-op to have the potential of accessing FITS over the next year. http://egni.coop/egni-co-op-looking-for-new-roofs-for-solar/	ALL	Completed
7	'Prosperity for All: A Low Carbon Wales' to be discussed at the next PSB meeting	PSB Support Team	Completed
8	To discuss involvement of NRW in discussions around development of a Community of Practice for engagement activities	Anna Bird / Huwel Manley	
9	To invite the RPB to be a member of the PSB and to include the RPB as a standing agenda item	PSB Support Team	Completed
10	To circulate a summary of the Transformation Fund bid	PSB Support Team	Completed
11	To co-ordinate information-sharing discussions currently taking place to ensure required links are made	Gwyneth Ayers	On-going
12	The First 1000 Days project to include a strong breast feeding element	Ros Jervis / Beth Cossins	On-going
13	To clarify how Welsh Government will work in future with the PSBs, where a clear role is identified for PSBs in delivery	Jean White	
14	To provide information on the WBFGA training developed by UWTSD to see if can be adopted by the PSB	Jane Davidson	

	Summary of Action Points	Who	Update
15	To provide good practice information from Pembrokeshire to Menna Davies to share with the volunteering group	Jonathan Feild / Menna Davies	
16	The procurement principles for the City Deal to be discussed at a future meeting when finalised	Barry Liles	On-going
17	To undertake initial mapping of current PSB organisational activity against Community Wealth Building principles	Gwyneth Ayers	On-going
18	Update report from PP&P and Strong Connections to be provided at the next meeting	Jane Lewis & Marie Mitchell	Completed
19	To invite Powys RPB to the Regional PSB meeting	Gwyneth Ayers	Completed
20	To confirm draft agenda with regional colleagues based on discussion	Gwyneth Ayers	On-going
21	To consider how stopping ACEs from happening in the first place can be included in Early Years integration pathfinder	Gwyneth Ayers	On-going
22	To invite Keith Moultrie to facilitate the June Regional PSB meeting	Gwyneth Ayers	Completed
23	Circulate information sheet on the well-being lens	Anna Bird	Completed
24	To follow up on links with Supporting People arrangements locally	Gwyneth Ayers	On-going
25	Agreed matters for communication: <ul style="list-style-type: none"> • 'Prosperity for All – A Low Carbon Wales' • emerging funding opportunities from the Transformation Fund and RPB 	Emma Northcote	