



9.30am, Thursday 12 September 2019
Teifi Suite, Halliwell Conference Centre,
University of Wales Trinity Saint David, Carmarthen

MINUTES

Present

Name	Organisation
Barry Liles (Chair)	University of Wales Trinity Saint David
Clr Mair Stephens	Carmarthenshire County Council
Ruth Mullen	Carmarthenshire County Council
Maria Battle	Hywel Dda University Health Board
Huwel Manley	Natural Resources Wales
Kevin Jones	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
Jonathan Feild	Department for Work and Pensions
Andrew Cornish	Coleg Sir Gâr
Marie Mitchell	Carmarthenshire Association of Voluntary Services
Rhian Lovell	Wales Community Rehabilitation Company

In attendance

Name	Organisation
Clr Cefin Campbell	Carmarthenshire County Council
Clr Carys Jones	Carmarthenshire County Council
Gwyneth Ayers	Carmarthenshire County Council
Kate Harrop	Carmarthenshire County Council
Helen Morgan	Carmarthenshire County Council
Jane Lewis	Carmarthenshire County Council
Amy Richmond-Jones	Mid and West Fire and Rescue Service
Angela Phillips	West Wales Regional Partnership Board
Sue Smith	Hywel Dda University Health Board

1. Welcome & Apologies

Apologies

Name	Organisation
Clr Emlyn Dole	Carmarthenshire County Council
Ros Jervis	Hywel Dda University Health Board

Sarah Jennings	Hywel Dda University Health Board
Beth Cossins	Hywel Dda University Health Board
Prof. Jean White	Welsh Government
Cllr Jan Curtice	Mid & West Wales Fire and Rescue Authority
Christine Harley	National Probation Service
Jane Davidson	University of Wales Trinity Saint David
Martyn Palfreman	West Wales Regional Partnership Board

Barry Liles welcomed a new member to the meeting – Maria Battle, Chair of Hywel Dda University Health Board. Cllr Cefin Campbell was also in attendance to present the ‘Moving Rural Carmarthenshire Forward’ report, Cllr Carys Jones was attending as an observer from the Council’s Policy and Resources Scrutiny Committee and Angela Phillips from the RPB were also welcomed.

Thanks were noted to Jane Davidson who had taken on a new fractional role at UWTSD and would no longer be a member of the PSB. Barry Liles confirmed that he now represented UWTSD instead of Jane. Her spearheading of a number of initiatives, around the WBFG Act in particular, were noted.

2. Minutes and Matters Arising: 8 July 2019

- The minutes were accepted as a true and accurate record.
- Action 3 – Barry Liles updated that he had met the seven Town and Community Councils earlier that week to feedback on their reports and the representatives had been very supportive and enthusiastic.
- Action 4 – Representation at the PSB was discussed and the local councils did not support the option of being represented by One Voice Wales, as in Pembrokeshire, as one of them was not a member of that organisation. It had been agreed to recommend to PSB that two representatives would attend future PSB meetings, the representation would depend on the agenda content. Cllr Mair Stephens declared an interest as the Area Chair of One Voice Wales and requested that feedback from PSB discussions was provided to the Area Group as well as the seven councils subject to the Act. PSB members were welcome to attend the co-ordinating meetings held with these local councils.
- The tree-planting proposal had been discussed with the representatives and this would be progressed.
- Action 15 – Gwyneth Ayers confirmed that the outcome of the Foundational Economy Challenge Fund bid should be known by the end of September. Hundreds of applications had been received and it was noted that there were similarities with bids from Pembrokeshire and Swansea which related to procurement. She gave an update on the progress in relation to the food procurement project – scoping work was taking place with PSB partners by Menter a Busnes on current spend on food and procurement procedures. The next step, to be funded if the bid is successful, will be to map the procurement procedures and provide an overview of local supply. If the funding is not awarded, how to progress will need to be reviewed.

ACTION	
Future agendas to be sent to the seven Town and Community Councils subject to the WBFG Act to enable them to nominate representation by an officer and member at future PSB meetings	PSB Support Team
Town and Community Council representation to feed back to One Voice Wales	Town and Community Council representatives
PSB members to advise if they wish to attend the co-ordinating meetings with the Town and Community Councils	ALL
To follow up on the NRW tree planting project with the Town and Community Councils	Huwel Manley & Gwyneth Ayers

3. Moving Rural Carmarthenshire Forward

- Cllr Cefin Campbell thanked the PSB for the invitation to present the Council's report. He stated that two years ago, the Council had decided to focus on rural Carmarthenshire to revive local communities. He had chaired a cross-party taskforce and the group's report had been approved the day before by Full Council. The task force had met 22 times and evidence had been received from many PSB partners. A survey had been undertaken to find out the needs of rural communities.
- Facts about the Council were given and included:
 - 60% of the population lived in rural areas
 - Number of population aged over 65 is higher than the Welsh average
 - Number of population aged 16-24 is lower than the Welsh average
 - Young people are leaving the county at a rate of 1,000 p.a
 - Average wage levels are lower than the Welsh average.
- The report makes 55 recommendations in a range of policy areas including economic development, broadband, housing, transport, agriculture, community services, renewable energy, environment and managing waste.
- One of the recommendations is the establishment of a 10 Rural Towns project, where a series of rural towns have been identified and a growth plan will be developed for each of the towns and surrounding areas.
- The Council is currently reviewing its Local Development Plan which will reflect the need to enable sensitive development to meet local needs in rural areas.
- There will be a focus on creating jobs to keep young people here and to attract those who have left to return.
- There are pockets of rural areas without access to superfast broadband, only available to 86% of our residents.
- Agriculture is central to the report and challenges as a result of an EU Exit will need to be addressed.
- Many of report's recommendations are applicable to PSB partners. These include working with partners to address skills, developing a tracking system for young people leaving the area and signposting them to local employment and entrepreneurship opportunities, developing community transport, delivering community projects through social enterprises, developing new renewable energy sources and lobbying Welsh Government to fund direct action to address water pollution issues.
- There is a need to lobby Welsh Government and other national bodies to improve understanding of the challenges faced by rural areas and to revisit the definition of deprivation to better reflect hidden deprivation. Collaboration across partners will be key to finding a solution.
- Next step for the Council is to set up a cross-party Advisory Panel to monitor progress against the recommendations and to keep an eye of the future impact of Brexit. Cllr Cefin Campbell thanked all partners for their contributions and said the Council would like this report to be a shared Carmarthenshire Strategy to include all partners. The report is to be launched at an event on 8 October in the Emlyn Hotel, Newcastle Emlyn.
- Helen Morgan gave an outline of the 10 Rural Towns Initiative. The proposed towns are Llandovery, St Clears, Whitland, Newcastle Emlyn, Laugharne, Cwmaman, Llanybydder, Kidwelly, Llandeilo and Cross Hands. This will be an outcome based approach with individual plans to provide a long-term strategic vision for economic growth. Knowledge from work undertaken in Llandovery will be transferred to the other towns and external public and private sector funding opportunities will continue to be identified to assist the towns and local rural businesses. The initiative will be launched on 16 October in Llandovery.
- Barry Liles stated that he saw three areas where the PSB could support this work:

1. The Carmarthenshire pound including the potential Foundational Economy bid on food procurement
 2. Social and Green Solutions for Health
 3. Call to action for PSB members to support the Council's declared Climate Emergency.
- A discussion followed with references to the need to invest in specialist forestry equipment, looking at long-term contracts, forestry apprenticeships, STEM centre Gelli Aur bid to Welsh Government, purification of slurry project at Coleg Sir Gâr, importance of careers guidance and the need to establish better links with employers.
 - It was agreed that the PSB should show Welsh Government its support for the City Deal's Skills and Talent initiative.
 - Julian Atkins spoke about the role of apprenticeships, experience of the Prince's Trust in the Brecon Beacons and how important skills opportunities are for those living in rural areas was discussed. One area he felt had been overlooked was the need to promote being more entrepreneurial to farmers, foresters and other land managers. Farming Connect can assist with looking at diversification and provide support and advice to farmers.
 - A meeting has been convened for next week to discuss a possible co-operative model for milk processing to avoid milk from Carmarthenshire going to England to be processed and then returning to Wales. Carmarthenshire produces 38% of all milk used in Wales.
 - Following a comment about EU Exit impacting on the mental health of farmers, Helen Morgan advised that the Council has a risk register for EU Exit and this has been recognised.
 - There is a need to consider the links between the report and the work of the PSB Delivery Groups.
 - Hidden deprivation is a concern with 8,800 people in Carmarthenshire on long-term incapacity related benefits, many in the 10 Towns areas.
 - All partners to consider how they can support this agenda and further discuss at next meeting with Cllr Cefin Campbell attending again.

ACTION	
Letter to be sent to Welsh Government to support the need for funding of the Swansea Bay City Deal's Skills and Talent initiative	Barry Liles / Gwyneth Ayers
Skills development in a rural context to be discussed at next meeting of the Regional Learning Partnership	Jane Lewis
Consider overlaps between the work of the Delivery Groups and the report	PSB Support Team
Further presentation on 10 Rural Towns Project and Llandovery work at future meeting	Stuart Walters & Helen Morgan
All organisations to consider how they as an individual body and as a member of the PSB can support this report and recommendations – to be discussed at November 2019 meeting	ALL
Invite Cllr Cefin Campbell to attend discussion at next PSB meeting	PSB Support Team

4. Responding to Climate Change – Partnership Opportunities

- Agreed need to hold a workshop to consider organisational response to climate change and map what is being done to respond. Intelligence can be shared and opportunities to work together identified. The workshop should be attended by PSB members and the relevant officers from each organisation with responsibility for this agenda. Asset management is a key area.
- Suggestions for independent facilitators were requested. Alan Netherwood was put forward by Huwel Manley.

- Huwel Manley noted that the Area Statement that NRW are preparing will prioritise environmental well-being challenges faced locally. A workshop is being held on 10 October in Carmarthen for West Wales. Information to be circulated to PSB members.

ACTION	
Arrange date for workshop to be attended by PSB members and relevant officers from partners	PSB Support Team
Agree scope for workshop	Gwyneth Ayers
To circulate information about NRW Area Statement workshop due to be held on 10 October	Huwel Manley & PSB Support Team

5. Regional PSB and RPB meeting

- Gwyneth Ayers referred to the paper, which summarised the discussions at the regional meeting which had taken place on 6 June. The paper includes four proposals relating to the Pembrokeshire, Carmarthenshire and Ceredigion regional area. The first relates to progressing the Social and Green Solutions for Health programme with the initial step being to hold a workshop, the second will be developing an approach to citizen engagement and the third and fourth are more open ended opportunities for the future in other fields.
- The PSB supported and agreed all four proposals contained in the report, subject to approval by the other PSBs and RPB.

ACTION	
Inform RPB and Ceredigion and Pembrokeshire PSBs of the PSB's approval of all four proposals	Gwyneth Ayers

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

Prosperous People and Places

- Jane Lewis said that delivering the project plan for this group would meet many of the recommendations in the Rural Carmarthenshire report. Two areas had been focused on by the group:
 - Entrepreneurship
 - Work experience and Volunteering
- Entrepreneurship – need to ensure this is fully embedded into the 10 rural towns programme.
- Work experience and Volunteering – it was requested that the Pembrokeshire model be presented to a future Carmarthenshire PSB meeting. The project in Pembrokeshire has enabled PSB partners to identify opportunities for meaningful work placements and volunteering opportunities. Presentation at next PSB meeting was supported.

ACTION	
Deliver presentation on the Pembrokeshire work experience model at next PSB meeting	Jonathan Feild

Early Intervention and Prevention

- Kate Harrop summarised the areas covered in the group's meeting.
- Update given on 'Making Every Contact Count' where the project team are looking to roll out the programme and are considering possible IT solutions. The messages from partners are being reviewed and updated with training for more front line staff being planned from January-March 2020.

- A county-wide programme of resilience – two workshops held, last one in June which used the questions from the well-being lens to identify priority areas and actions for partnership working. As a result, the programme will be focusing on prevention and early intervention, collaborative working and cultural shift. Final workshop planned for October/November to co-design joint work programme.
- Place based approach – decided to progress this approach by joining it with the resilience work from the workshops and link it to Transformation Fund Programme 7. The Group are now mapping all the opportunities across the system for a place based approach and building community resilience, including other key programmes, monies and resources available, collaborations and partnerships in place, intelligence and systems and all services across the system.
- The Group noted the potential links with the work of the other Delivery Groups.

ACTION	
Opportunities to link the place based approach and 'Ten Rural Towns Initiative' to be explored	Ros Jervis / Beth Cossins

Strong Connections

- Marie Mitchell confirmed that the volunteering mapping survey was complete and following a workshop, a Working Group was to be set up to look at how partners could work collaboratively. This would include considering areas such as induction and training for volunteers to prevent spare places on training programmes.
- The last report to the PSB had referred to looking for funding for a post to take some of this work forward but it has been decided to wait until the Working Group has completed its work before deciding if funding is required for a specific piece of work.
- The next meeting will consider converting volunteering into employment. It was noted that one current PSB partner opens up their employment vacancies to its volunteers too, this was considered good practice in terms of encouraging volunteering. It will also look at good practice for community projects and the different models already in place locally.
- The Rural Volunteering project has developed some new opportunities but there is still a need, especially in rural areas.
- The Asset management element of the work of the Delivery Group is separate to the volunteering part. The 'Find a Venue' tool has been developed.
- A 'Passport' for Volunteering was referred to, and could have the advantage of preventing duplication of checks needing to be made on volunteers. This needs further consideration.

ACTION	
Consider feasibility of a Passport for Volunteering	Marie Mitchell

A short break took place at 11.15am and some members left the meeting – Cllr Mair Stephens, Cllr Carys Jones, Craig Templeton, Rhian Lovell and Jane Lewis.

7. West Wales Regional Partnership Board (RPB) update

- Angela Phillips, Regional Programme Manager and Sue Smith, Community Resilience Co-ordinator gave a presentation on 'Creating Connections for All: Dewis and InfoEngine'. The RPB had submitted 'A Healthier West Wales' bid for £18m to the Welsh Government 'Transformation Fund' with four key areas and the one being considered today is 'Connecting People'. Just under £12m had been received for three of the eight programmes –
 - Programme 1: Proactive Technology-Enabled Care
 - Programme 3: Fast-tracked, Consistent Integration

- Programme 7: Creating Connections for All.

Programme 7 includes rolling out ‘Carmarthenshire is Kind’ as ‘West Wales is Kind’, promoting volunteering and resilient communities. A team of ‘Community Connectors Plus’ will be established in each county. There is a need to scope roles that undertake social prescribing and look at how they are funded.

- Themes in Programme 7:
 - ‘Incentivising Volunteering’ – links between CVCs and Town and Community Councils to create local action hubs that provide a framework of support. A digital platform could enable and support personal skills sharing so people can be kind and get involved in local community.
 - ‘Inter-generational Buddying Programme’ – buddy up younger and older people, support IT skills. There may be an opportunity to embed this into the ‘Healthy Schools Programme’.
- The Dewis platform has been championed by Welsh Government. The aim is to give people choice and control over services so that they can explore and access what is available locally and promote independence. Dewis Cymru is one directory, linked to others such as NHS Direct and InfoEngine (third sector). There is a need for statutory services to provide information on Dewis. Local and national resources are available, local groups and services can add information and events. The information is updated every 6 months or archived.
- A new app has been developed, ‘Health and Wellbeing Wales’. Information is available to registered users and could be an invaluable resource for our frontline staff and community connectors. Costs each local authority £8,000 to maintain.
- A recognised area for development is for more local authority service information across whole well-being spectrum. There needs to be greater corporate ownership of Dewis and more editors in local authorities.
- Only whitelisted emails can access, Andrew Cornish confirmed he could not access using College address.
- In response to a question asking how commercial companies are vetted, it was confirmed that the editors do the vetting.
- Updates to be provided to PSB on the other two RPB programmes that have been funded.
- Agreed Delivery Groups to be provided with information on Transformation Fund programmes.

ACTION	
Raise awareness among Town and Community Councils of Dewis	Sue Smith
Carmarthenshire County Council to identify appropriate editors in departments	Angela Phillips, Sue Smith & Ruth Mullen
Updates on the other two funded RPB programmes to be provided to future PSB meetings	Martyn Palfreman
Relevant information on Transformation Fund programmes to be shared with Delivery Groups	Martyn Palfreman
Liaise with Data Unit Cymru regarding whitelisting of colleges to enable them to access Dewis	Angela Phillips & Sue Smith

8. Attached for Information: Report of the RSA Food, Farming and Countryside Commission :Field Guide for the Future and Our Future in the Land

This report had been circulated to PSB members.

9. Any Other Business

- Carys Morgans referred to the Police & Crime Commissioner’s £50,000 funding for Glan-y-môr and Tyisha. There had been a meeting between the PCC, some Town and County Councillors and

officers. Discussions would be held with the local community to inform the development of a proposal, in line with the PCC's Police and Crime Plan.

- Huwel Manley informed the PSB of the workshop to discuss the local Area Statement to be held in Carmarthen on 10 October between 9.30-3.30. Details to be circulated with this meeting's action notes. PSB members were requested to send representatives.
- The next PSB meeting is on 25 November at Coleg Sir Gâr, Llanelli.

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	Summary of Action Points	Who	Update
	Actions from 12 September meeting		
1	Future agendas to be sent to the seven Town and Community Councils subject to the WCFG Act to enable them to nominate representation by an officer and member at future PSB meetings	PSB Support Team	Completed
2	Town and Community Council representatives to feedback to One Voice Wales	Town and Community Council representatives	
3	PSB members to advise if they wish to attend the co-ordinating meetings with the Town and Community Councils	ALL	On-going
4	To follow up on the NRW tree planting project with the Town and Community Councils	Huwel Manley & Gwyneth Ayers	
5	Letter to be sent to Welsh Government to support the need for funding of the Swansea Bay City Deal's Skills and Talent initiative	Barry Liles & Gwyneth Ayers	Completed
6	Skills development in a rural context to be discussed at next meeting of the Regional Learning Partnership	Jane Lewis	
7	Consider overlaps between the work of the Delivery Groups and the report	PSB Support Team	On-going
8	Further presentation on 10 Rural Towns Project and Llandovery work to date at future meeting	Stuart Walters & Helen Morgan	Presentation at November PSB meeting
9	All organisations to consider how they as an individual body and as a member of the PSB can support this report and recommendations – to be discussed at November 2019 meeting	ALL	Deferred until January 2020
10	Invite Cllr Cefin Campbell to attend discussion at next PSB meeting	PSB Support Team	Deferred until January 2020
11	Arrange date for workshop to be attended by PSB members and relevant officers from partners	PSB Support Team	Date to be confirmed
12	Agree scope for workshop	Gwyneth Ayers	To be confirmed
13	To circulate information about NRW Area Statement workshop due to be held on the 10 October	Huwel Manley & PSB Support Team	Completed

	Summary of Action Points	Who	Update
14	Inform RPB and Ceredigion, Pembrokeshire and Powys PSBs of the PSB's approval of all four proposals	Gwyneth Ayers	Completed
15	Deliver presentation on the Pembrokeshire work experience model at next PSB meeting	Jonathan Feild	On agenda for November PSB
16	Opportunities to link the place based approach and 'Ten Rural Towns Initiative' to be explored	Ros Jervis & Beth Cossins	On-going
17	Consider feasibility of a Passport for Volunteering	Marie Mitchell	
18	Raise awareness among Town and Community Councils of Dewis	Sue Smith	
19	Carmarthenshire County Council to identify appropriate editors in departments	Angela Phillips, Sue Smith & Ruth Mullen	
20	Updates on the other two funded RPB programmes to be provided to future PSB meetings	Martyn Palfreman	
21	Relevant information on Transformation Fund programmes to be shared with Delivery Groups	Martyn Palfreman	
22	Liaise with Data Unit Cymru regarding whitelisting of colleges to enable them to access Dewis	Angela Phillips & Sue Smith	