



MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD
Tuesday 22nd June 2021 at 10.00am (Microsoft Teams meeting)

Present:

Tegryn Jones	Chief Executive, PCNPA (Chair)
Sue Leonard	Chief Officer, PAVS (Vice-Chair)
Dr Steven Jones (SPJ)	Director of Community Services, PCC
Iwan Thomas	Chief Executive Officer, PLANED
Dr Barry Walters	Principal, Pembrokeshire College
Supt. Anthony Evans	Dyfed Powys Police
Alyson Phillips	Pembrokeshire Partnership Manager, DWP
Kevin Jones	Assistant Chief Fire Officer, M&WW FRS
Andrea Winterton	Marine Service Manager, Operations, NRW
Philip Kloer	Executive Medical Director, Hywel Dda UHB (left 11.30pm)
Elaine Lorton	County Director, Pembrokeshire, Hywel Dda UHB (left 11.30am)
Mydrian Harries	Corporate Head for Prevention & Protection, MAWW FRS
Anna Bird	Head of Strategic Partnership Development, Hywel Dda UHB
Cllr. Elwyn Williams	Vice-Chair MAWW Fire Authority
Cllr. Cris Tomos	Pembrokeshire County Council
Nick Evans	Corporate Policy and Partnerships Manager, PCC
Diane Lockley	One Voice Wales

Support/Secretariat

Lynne Richards	Corporate Partnerships Officer, PCC
Amy Richmond-Jones	M&WW Fire & Rescue Service
Jemma Rees	Corporate Partnerships Support Officer, PCC

Apologies

Jonathan Griffiths	Director of Social Care & Housing
Martyn Palfreman	Head of Regional Collaboration, WWCP
Sinead Henehan	Community Safety, Poverty & Regeneration Manager, PCC
Christine Harley	Head of Dyfed Powys Local Delivery Unit, HMPPS
Richard Brown	Interim Chief Executive, Pembrokeshire County Council
Ros Jervis	Director of Public Health, HDUHB

The meeting commenced at 10.05am

1. Welcome and Apologies

Introductions were made and apologies received from those listed above.

TJ noted that as mentioned in the previous meeting, there is yet to be a replacement representative from Welsh Government and he would write to them to highlight this.

2. Minutes of last meeting/Action Log

The minutes of the last meeting held on 27th April 2021 were confirmed as an accurate record.

Action Log

Updates on actions agreed at the last meeting were as follows;

Action 1 – Completed

Actions 2 & 3 – AW updated the PSB explaining that a meeting was conducted before PSB today. The ambition set out was to achieve carbon neutrality and to bring key representatives from PSB organisations together to look at this agenda. A bid has been submitted to the community renewal fund, which has been successful at county level and is with the UK government for a final decision, to conduct a series of workshops around climate adaptation. TJ added there is a huge amount of work being conducted and need to look at where the PSB fits in with this. A terms of reference is to be drawn up and further meetings will be held as required.

TJ/AW

Action 4 – On agenda

Action 5 – Completed

Action 6 – On agenda

3. Well-being Assessment

NE provided an update on the Well-being Assessment. The Pembrokeshire Engagement and Co-Production Network has been re-established to conduct the local engagement, which will complement the regional work. Regional work is expected to increase over the summer in preparation for executing engagement activities. SL suggested that there may be a need to open the network up to additional outside organisations in order to reach the broader community and allowances have been made for this within the terms of reference for the group.

There is yet to be any feedback from CoProNet Wales on the unsuccessful bid by the regional PSB cluster for dedicated CoProNet support but they have offered all PSBs a form of support by conducting a forum. The Regional Well-being Coordinator, once in post, will provide valuable support and assistance with co-production and data analysis.

NE said that the data catalogue being produced by WG is a positive move as when producing the last well-being assessment, there were gaps in the data available meaning the decision and conclusions reached were less informed. NE stated that the three research briefings were good pieces of work containing complete and sound information that will assist PSBs in the Well-being Assessment production. The Future Trends report was published too late to be used in the previous Well-being Assessment so the estimated publication in July is welcome.

On the subject of the “Horizon” tool developed by WriteMedia, SPJ noted that the name Horizon is currently used as the title for an active project underway in South Wales and

therefore the name may need to be changed to eliminate confusion. NE agreed that the name needs to be addressed as the program needs a strong brand identity to be universally understood across the PSB as the intention is for it to become a valuable resource to all.

SPJ also requested that a demonstration of the tool by Writemedia be conducted to assist in how to use the tool. NE said that he will request this at the next regional meeting. SPJ also asked whether the data catalogue is going to be integrated into the program. There have been delays in the production of Horizon and no live version has been seen as of yet but NE said live data is to be fed into the program and the intention is for Horizon to be kept live continually, for use in future Well-being Assessments.

NE

In reference to the timeline included in the engagement plan, PK asked how much the timeline is likely to change with the delays encountered and also whether any project managers who worked on the previous assessment have been contacted to ask for feedback. NE said the original timescale was that the draft assessment would be available in the autumn and finalised in the winter, which allowed a sizable time buffer so the delay will not cause any issues. SL raised the point at the regional meeting that there is no need to rush the engagement as it is the most important stage of the assessment. Members of PSB bodies who were involved in the production of the previous assessment sit on the regional group and provide feedback in the working group. If a demonstration for the data catalogue is organised, attendees can also give feedback and identify any gaps in knowledge. NE requests support from all PSB members to identify and address weaknesses.

EL said it is important to remember this piece of work is a Well-being Assessment for the community to inform the PSB of their feelings and is not service provision consultation. The national intermediate care project is being conducted currently with the results to be published in November and there may be data gathered that could be used for the assessment. SL added the population needs assessment is also being run at the same time as the work for the assessment, and asked whether the two pieces of work are being dovetailed. Martyn Palfreman, (West Wales Care Partnership) was not on the call to answer the question but NE said that both pieces of work will complement each other.

4. Action Plan progress updates

Community Themes

- a) Build links with relevant groups to support delivery of the Communities themed workstreams (Leads - Sue Leonard/Iwan Thomas)

There was no additional update in addition to the written update circulated.

- b) Build stronger links with Town and Community Councils (Lead - Iwan Thomas)

IT informed the board that the CWBR project is now coming to an end. PLANED have put in a bid for funding to employ a Town and Community Council officer for Pembrokeshire to address the issues raised in the workshops that were conducted.

- c) Pembrokeshire Sustainable Natural Capital Forum (Lead - Sue Leonard)

SL confirmed that a meeting about the forum has been held where it was discussed the role of the forum and the intention of relaunching it at an event later in the year. SL asked whether there was any further funding available from NRW and AW said that NRW has received no additional funding so an extension was not available this year.

Recruitment and Employment Transformation Framework

d) Develop a shared approach to staff well-being across PSB partner organisations
(Leads - David Evans/Alyson Phillips)

BW said that the workshop had been a positive and constructive meeting and there had been genuine concern among the attendees about the well-being of staff. The overarching conclusion had been that there was a need to review practices around hybrid models of working, including operational benefits, environmental issues and the impacts on mental health. BW and AP both reiterated how positive and productive the workshop was and agreed to circulate the report once it is completed. TJ added that in the programme for government that has recently been released, the WG has an aim for 30% of the workforce in Wales to work from home so this exercise may be key in facilitating this.

BW/AP

e) Raise awareness of schemes and initiatives to support employment and training
(Leads - David Evans/Alyson Phillips)

AP suggested there may be an extension to the Kickstart scheme but the PSB project has now come to a natural end. She will provide a final update at the next meeting.

SL raised the current issue of recruitment across Pembrokeshire and whether there was any action to address this as a PSB. AP and IT are currently conducting a transport working group, led by Rachel Moxey, due to the increasing number of vacancies that are not filled. The group is comprised of employers, employees, learners and teachers to give a broad spectrum view. AP will share the findings and ideas from the working group with the PSB for discussion around barriers and areas that the PSB may be able to support as this will be relevant to all bodies.

AP

SPJ said if the Kickstart scheme is extended, PCC would be very interested. The young person's guarantee was announced on 21st June by WG and he asked whether DWP had received any information. AP replied that nothing had been received to date but that she was anticipating the information soon. It was agreed that an item around employment challenges would be added to the agenda for the next meeting.

LR

5. PSB Annual Report 2020-21

LR provided an overview of the suggested structure of the PSB annual report and asked for feedback from the board. AB asked whether a section could be included on how the PSB has worked together during Covid. The draft report will be added to the agenda of the September PSB meeting for approval.

LR

6. Hywel Dda Estates Mapping Project

EL explained that the project started 18 months ago and ties in with the PSB project on hybrid working and also the project on Town and Community Councils. An evaluation

conducted by Aberystwyth University on integrated collaborative working found that having the space available appeared to be as important as the conversation around the topic. As the project is developing, HDUHB are looking to scope interest from PSB partners who would like to make use of the space in the three hubs identified in the paper, particularly Fishguard.

AE said that Fishguard Police station is increasingly not fit for purpose and would be interested in taking advantage of the space. KJ added that a similar project is currently active in Carmarthenshire, creating hubs in smaller localities and it could be of value to receive feedback from their experience. EL replied that the project is not looking to address the needs of communities at this point but that is to be further researched and she welcomed other contributors to share what pressures other bodies suffer with. SPJ said that PCC have a leisure centre in each of the 6 designated areas that could be utilised in this project as centres are busy during the evening and quieter during the day, which is something to be discussed. SL raised a concern that as the interest in creating hubs is increasing, there is beginning to be a hub of hubs forming but the development of “community access points” and promotion of collaborative working is positive. EL informed the board that an initial single pilot hub will be created to understand what the needs of the community are.

7. AOB

CT said that the Enhancing Pembrokeshire Steering Group had approved a bid for a dedicated Town and Community Council support officer, to be funded from the Enhancing Pembrokeshire Fund. A final decision on the bid would be made by Cabinet on 28th June. He added that PCC are looking at increasing the second homes council tax, which will increase the revenue of the Enhancing Pembrokeshire Fund. SL suggested that the Enhancing Pembrokeshire fund should be strategically used for community led initiatives and is of particular interest now LEADER funding has ended. The use of other funding is key for replacing and retaining what LEADER provided.

In the programme for government, SPJ outlined two ideas set out within the document that could be of interest to the PSB;

1. A community bank which SPJ feels that the PSB should put in a bid to host. IT said he was happy to take on the discussions around the community bank.
2. The poverty agenda which looks to pilot universal income in two areas in Wales, one urban and one rural. SPJ proposes to apply for this due to the damning paper stating Pembrokeshire has the worst child poverty rates in the UK, to show that as a county we are “punchy and forward looking”. TJ seconded this idea.

The ideas were agreed on overall by PSB and SPJ will communicate with the board when required.

IT informed the PSB that PLANED have created a survey for the community response to Covid in Pembrokeshire. The survey is open until July and the results are expected to be available in September, which should be able to feed into the Well-being assessment. PLANED are going out into 7 communities to raise awareness of the survey to gather as much data as possible. Once the results are collated, the data will be circulated.

The meeting ended at 11.40 am.