

**Pembrokeshire Public Services Board**  
**Bwrdd Gwasanaethau Cyhoeddus Sir Benfro**



**MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD**  
**Tuesday 15<sup>th</sup> March 2022 at 10.00am (Microsoft Teams meeting)**

**Present:**

Tegryn Jones	Chief Executive, PCNPA (Chair)
Sue Leonard	Chief Officer, PAVS (Vice-Chair) (From 11am)
Dr Steven Jones (SPJ)	Director of Community Services, PCC
Anna Bird	Head of Strategic Partnership Development, Hywel Dda UHB
Andrea Winterton	Marine Service Manager, Operations, NRW
Claire Germain	Deputy Director for Local Government Transformation and Partnerships, Welsh Government
Mydrian Harries	Corporate Head for Prevention & Protection, MAWW FRS
Cllr. Elwyn Williams	Chair MAWW Fire Authority
Jo McCarthy	Deputy Director of Public Health, HDUHB
Maria Battle	Chair, Hywel Dda UHB
Anna Malloy	Port of Milford Haven
Alyson Phillips	Partnerships Manager, DWP
Philip Kloer	Executive Medical Director, Hywel Dda UHB
Alison Perry	Director of Commissioning, Dyfed Powys Police
Dr Barry Walters	Principal, Pembrokeshire College
Cllr. David Simpson	Leader, Pembrokeshire County Council
Rebecca Evans	Senior Public Health Officer, Public Health Wales
Mari Arthur	Representing Cynnal Cymru

**Support/Secretariat**

Nick Evans	Corporate Policy and Partnerships Manager, PCC
Lynne Richards	Corporate Partnerships Officer, PCC
Carys Huntly	Regional Well-being Assessment Co-ordinator
Jemma Rees	Corporate Partnerships Support Officer, PCC
Amy Richmond-Jones	M&WW Fire & Rescue Service

**Apologies**

Will Bramble	Chief Executive, PCC
Cllr. Cris Tomos	Pembrokeshire County Council
Iwan Thomas	Chief Executive Officer, PLANED
Supt. Anthony Evans	Dyfed Powys Police
Darren Mutter	Head of Children's Services, PCC
Christine Harley	Head of Dyfed Powys Local Delivery Unit, HMPPS
Elaine Lorton	County Director, Pembrokeshire, Hywel Dda UHB
Jonathan Griffiths	Head of Social Care and Housing, Pembrokeshire County Council
Kelvin Barlow	Regional Partnership Programme Manager, West Wales Care Partnership

The meeting commenced at 10.05am.

## **1. Welcome and Apologies**

TJ welcomed PSB and apologies were listed from those above.

## **2. Minutes of last meeting/Action Log**

The minutes of the last meeting held on 25<sup>th</sup> January 2022 were confirmed as an accurate record.

### Action Log

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

Action 1 – NE reported that there was no external support available but CG had offered to coordinate with other PSBs who had undertaken similar work for information sharing.

Action 2 – CG confirmed that the UBI pilot had been awarded to care leavers across Wales and not to specific geographical locations. There is no further work anticipated at this time.

Action 3 is complete

Action 4 – JR reminded all partners to nominate a representative for the Poverty in Pembrokeshire work and an update was on the agenda.

Action 5 is complete

Action 6 – LR attended the first meeting with Co-Production Wales on 14/03/22 and the details would be circulated once available.

## **3. Well-being Assessment for Pembrokeshire – approval and next steps (Nick Evans)**

NE said that at the last PSB, the draft was circulated for feedback and at this meeting, the final draft was seeking approval. The full document was attached to the agenda pack and within the document, the amendments had been added in red and deletions crossed through. All comments that were received had been taken into account, with responses detailed in a number of appendices:

- Appendix A contains responses via the response form or email
- Appendix B contains the responses received via Engagement HQ
- Appendix C and D contains the feedback from WG and FGO which was generally positive.

The feedback from the partnerships panel was detailed in the cover report. A meeting of the statutory partners was conducted a few weeks ago to agree the final draft.

It was anticipated that the assessment would be published on 15/03/22 if approved but would not be formally publicised until after the pre-election period.

NE provided an update on the Gorwel/Horizon system that had been due to be released for use in the assessment but was not available. The system is now in testing and is due to be released in the next few months there will be a workshop arranged for partners in due course.

NE outlined the next steps in the process after the completion of the assessment, which will be how to execute the actions in the identified areas, forming the Well-Being Plan. Visioning

work will be undertaken to create a framework. A timeline was included in the cover note in the agenda pack outlining the work, anticipating the start in summer/autumn.

Due to the delay caused by the pre-election period, it was suggested that the PSB meeting in May was postponed until June as the first council meeting to elect the leader and allocate roles will be held on 27<sup>th</sup> May.

TJ took the opportunity to thank all who were involved in the production of the assessment and invited discussion and comments.

AB commented that the assessment was presented differently to the other PSBs in the region but it read well and the integrated approach was positively received. AB asked to meet with NE to discuss small, specific pieces of feedback. It was noted that other PSBs had produced community profiles for their assessments and asked whether this was being considered in Pembrokeshire to aid the delivery of the well-being plan. NE replied that it was the intention to produce these profiles but this was not achieved due to the timeframe, though there are still plans to develop the profiles in the coming months and it is felt that the WBP needs to go under county level.

SPJ observed that there was not a great amount of feedback from the community and third sector but that the feedback from WG and FGO was very positive and had two areas of feedback. Firstly, within the economy section, it was suggested to reference the potential output of the renewable energy projects in the summary section due to its significance, and secondly the use of MSOA may be too detailed as this splits the major towns into smaller section, which may be problematic for planning purposes. SPJ noted that the timeline was complicated and protracted in how it is prescribed and suggested that it may be an opportunity to promote the work as there would be lots of interest in a plan for Pembrokeshire.

In response, TJ said that there is the statement around “generating power” on page 26 and NE added that page 79-81 contains details of projects in the haven but could pull highlight messages into the summary and will converse with SPJ. The response to the public consultation and survey were poor but other PSBs encountered similar issues but the 3<sup>rd</sup> sector had been heavily involved in the production of the document. In reference to the promotion of the assessment, members of the PCC Communications team will need to be involved and this work may require a sub group to be formed. NE emphasised that it was the role of everyone within PSB to disseminate the information into their respective bodies.

PK said that within the matrix in the executive summary, there are a large number of orange and suggested that by addressing the green, yellow and orange, that may solve the red issues also. HDUHB are currently running a project in social prescribing and quantifying social value so suggested meeting with colleagues to share data and help shape the WBP work and priorities. PK agreed that this may be the ideal time to perform community engagement to share objectives to be held to account. HDUHB would be interested in learning across the three PSBs as the objectives are shaped. NE replied saying that identifying the priority areas is a key part of the next steps and that it would not be possible to address all the areas so the conversation will be what to address which could be a broad area tackling more than one priority. There needs to be a realistic expectation of what PSB can do, such as the cross cutting actions. The three PSBs meet monthly with PRB to share information and develop a regional shared approach.

MH was pleased with the fire aspect of the assessment but said that some images and graphs were blurred and this may need reformatting.

PSB were invited to vote on approving the assessment, which was approved, with no votes to not approve and none abstained.

### Next Steps

TJ said previously PSB had run workshops that were very successful for the development of the WBP and suggested these were conducted again. NE said that the Pembrokeshire 2040 vision would be tied to the WBP so joint workshops would be held to establish the areas of specific themes. The third sector and engagement network will be utilised to feed from the bottom up. AW welcomed the workshop approach and suggested utilising any existing workshops to prevent duplication and to consider any other groups who may want to be involved.

TJ said there are an obvious four areas of work that are currently live: climate change, Pembrokeshire 2040, child poverty and the HDUHB social prescribing project, which the WBP can bring together.

SL added that there are a number of areas that could be addressed regionally which Coproduction Network Wales can assist in. The RPB have also developed a regional framework.

#### **4. Supporting achieving official recognition of Mid & West Wales as a Living Wage region (Mari Arthur on behalf of Dafydd Llewellyn- Dyfed Powys Police and Crime Commissioner)**

At the end of last year, DPP was accredited as a living wage employer and a steering group has been setup to have mid and west Wales as the first living wage region. AP invited all PSB members who were interested to join the group and hoped to involve the public, private and third sector. MA, who is working with WG and FM to assist public bodies in producing a plan, performed a presentation to PSB and said there are currently 11 accredited living wage employers in Pembrokeshire.

MB supported this movement, particularly with the rising inflation and living costs and that the duty extended over and above just providing minimum wage. The contractor element is more complex but was pleased with the support available to address this. MA reiterated that support is available to all, including a number of toolkits, and that champions are being sought from organisations to assist the work. Living wage hours are also being addressed in the fair work agenda.

SL asked if the accreditation is open to all sectors and organisation sizes and MA replied with yes and that Cynnal are hoping to have the full mix of organisations. SL said this type of topic should be built into grant conditions and MA added that the national lottery are an accredited funder.

MH said that PSB is a very good platform for this topic and asked what happens if contractor do not comply after the contract is awarded. MA replied that there was not an immediate action to take but to build this into the milestones and include it as part of the renegotiation of tender.

SL asked how often the real living wage is reviewed and MA said it was annually, published in November after analysis in the summer, and organisations have 6 months to implement. TJ added that PCNPA have already been paying the real living wage but have not become accredited as there was a fear of the bottom pay scales becoming narrowed. MA had not experienced many of these issues as employees tend to feel more valued.

MA shared her email address and JR would circulate the presentation.

## **5. Poverty in Pembrokeshire Update**

A written update was circulated yesterday after the first officers meeting with DM leading the project. All members were asked to nominate a representative to join the working group for the project as soon as possible.

SL was meeting with James White on the topic of this work. Funding had been secured from the community renewal fund to talk to people experiencing financial hardship, to broker conversations of lived experience and to identify gaps in support. The funding must be spent by June and suggested the work performed by PACTO should be revisited, such as the community transport and lift sharing initiative.

PK said he felt PSB members should be included in the working group sooner as many organisations would be already performing work on addressing poverty. MB said that HDUHB were collecting lived experiences of people who were experiencing in work poverty. JR was to feedback to DM, JW and NE.

## **6. PSB Climate Change Group update (Andrea Winterton)**

AW informed PSB that the meeting scheduled before this meeting had been cancelled but the next meeting was due to go ahead. At the last meeting, the ToR had been approved and the first two workshops conducted with the third later this month, along with the detailed surgeries. The project, which is due to finish in June, would require PSB to sign off the strategy so the possible change of date for the next PSB would be convenient.

The carbon literacy training developed by NRW and Gwent PSB was discussed, looking into whether the toolkit could be amended for Pembrokeshire and was currently in discussion with HDUHB and PCC. A query had been raised on whether the training could be used for small businesses and it appeared that with some tweaks that it was possible. Discussions around procurement frameworks and carbon reduction are part of the carbon calculator work. TJ added that a WG open meeting was scheduled on 16.03.22 for the carbon calculator annual review so there may be further developments and encouraged all members to attend the Climate Adaptation Strategy workshops.

PK said there appeared to be a lot of carbon literacy training happening in Wales so would like guidance on carbon mapping in a healthcare setting, as there is lots to research that is not in a procurement setting. AW said this type of training is not available currently but this development could be part of a phased approach and was an interesting concept.

## **7. AOB**

SL informed PSB that a detailed evaluation document had been produced on the proposed Pembrokeshire Community Fund and the outcome was that it would be valid and a missing piece of the jigsaw for community prevention actions and place-based approaches. There is funding available from the UK community renewal fund to employ an officer to facilitate the start-up.

CG asked whether the Ukraine humanitarian crisis was something to discuss as a PSB or on an individual organisation level. SL said that the community coordination group had met and it was likely there will be families who will host refugees. The Croeso groups who were used for Syrian refugees would need to be strengthened and the skills in the community utilised.

There have been many offers of help and support from the community networks. MB added HDUHB had been called upon by WG for a meeting in the afternoon and some Ukrainians may be housed in Llangranog camp but would require further, pastoral and human care and suggested using the Ceredigion Croeso group.

AP asked whether those who had offered to be part of the PSB work experience initiative in 2020 were still interested in this work to use as a tool for people who have been out of work for some time. TJ said AP to directly contact the three organisations who were involved.

TJ wished luck to all those who were involved in the elections.

The meeting ended at 11.50am.