

Pembrokeshire Public Services Board
Bwrdd Gwasanaethau Cyhoeddus Sir Benfro



MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD
MONDAY 3rd APRIL 2017 at 9.30am
BRIDGE INNOVATION CENTRE, PEMBROKE DOCK

Present:

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| Cllr Jamie Adams | Leader, Pembrokeshire County Council (Chair) |
| Sarah Jennings | Director of Governance, Communication and Engagement, Hywel Dda University Health Board |
| Sharron Lusher | Principal, Pembrokeshire College |
| Jessica Morgan | PLANED |
| Sue Leonard | Chief Officer, Pembrokeshire Association of Voluntary Services |
| Tegryn Jones | Chief Executive, Pembrokeshire Coast National Park Authority |
| Anna Bird | Head of Partnership Development, Hywel Dda UHB |
| Ian Scale | Consultant in Public Health, Public Health Wales |
| Dr Steven Jones (SPJ) | Director of Development, Pembrokeshire County Council |
| Andrea Winterton | SW Operations Manager Pembrokeshire, Marine and Monitoring, Natural Resources Wales |
| Roger Thomas | Temp. Assistant Chief Fire Officer, Mid & West Wales Fire & Rescue Service |
| CI Mark McSweeney | Dyfed Powys Police |
| Alyson Phillips | DWP |
| Christine Harley | National Probation Service |

In attendance

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| Claire George | Partnership and Scrutiny Support Co-ordinator, PCC |
| Tom Moses | Pembrokeshire Co-production Network |

Support/Secretariat

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| Nick Evans | Partnership & Scrutiny Support Manager, Pembrokeshire County Council |
| Lynne Richards | Partnership and Scrutiny Support Co-ordinator, Pembrokeshire County Council |

Apologies

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| Dafydd Llywelyn | Police & Crime Commissioner, Dyfed Powys |
| Bernadine Rees | Chair, Hywel Dda University Health Board (Vice-Chair) |
| Steve Moore | Chief Executive, Hywel Dda University Health Board |
| Kate Chamberlain | Welsh Government |
| Ian Westley | Chief Executive, Pembrokeshire County Council |
| Alec Don | Chief Executive, Port of Milford Haven |
| Helen Matthews | Senior External Relations Manager, Job Centre Plus |
| Rob Quin | Assistant Chief Fire Officer, Mid & West Wales Fire & Rescue Service |
| Supt. Ian John | Dyfed Powys Police |
| Paul Morris | Dyfed Powys Police |
| Helen Matthews | DWP |

The meeting commenced at 9.35am.

1. Welcome and Apologies

Introductions were made and apologies received from those listed above.

2. Minutes of last meeting

The minutes of the meeting held on Tuesday 31st January 2017 were agreed as an accurate record.

3. Action Log

Pride in Pembrokeshire Awards – NE noted that a number of meetings had been held to begin the process of launching the awards. A meeting had been held with the Western Telegraph and PAVS had agreed to administer the delivery of the awards. The project would be launched at the end of May with a press release.

PSB Pooled Fund – Following requests to partners for funding to set up a pooled fund in November 2016, NE said that there appeared to be some confusion around what the fund would be used for. Funds secured from partners would not be used to fund staff or existing work but to fund joint PSB related activity, such as the Well-being Plan event on 28th April and the Pride in Pembrokeshire Awards. He would discuss the matter again with the Chair and provide further clarification to the Board.

NE

4. Well-being Assessment for Pembrokeshire

NE gave a brief overview to the background of the version presented for approval. He noted that all responses had been carefully considered and various amendments and additions had been made to strengthen the Assessment in response to comments received. He also gave an overview of the Appendices to the Assessment, which included responses from Welsh Government and the Future Generations Commissioner and noted that the responses received by neighbouring authorities had been broadly similar.

There were a number of areas that would be strengthened within the document over the next few months, looking again at the approach to defining Community Areas, strengthening the understanding of cultural well-being, and ensuring all groups were represented. It was also noted that there had been issues around getting feedback on the document from the public and specific groups. The Commissioner had also requested that analysis within the Assessment be made more Pembrokeshire specific and NE noted that the event at the end of April would assist in moving towards this as the outcomes from the event would reflect the key priorities for Pembrokeshire and would be fed into the assessment in due course. NE said that strengthening the Well-being Assessment would be an ongoing process going forward alongside development of the Well-being Plan.

SPJ raised the point that within the FG Commissioners response there were areas which the PSB were asked to consider strengthening prior to publication of the Assessment. NE said that the approach taken with the final draft version of the Assessment had been to strengthen areas where it was straightforward to do so, whilst acknowledging that there was more work to do in others, for example, with regards to Community Areas. This had

also been the approach taken by colleagues in Ceredigion and Carmarthenshire. AB said that she was aware of a neighbouring authority who had published their Assessment without making any changes that had been suggested by the Commissioner. SL said that she was struggling to see links within the Assessment to other documents, such as the Population Assessment. NE said that he would add an additional paragraph to the Assessment to signpost readers to other related legislation or publications. SJ also suggested that statutory partners should share their Well-being Objectives with PSB members. These would be forwarded to LR for circulation to the group.

NE

SPJ/
SJ/
AW/
RT/
LR

Partners then briefly discussed whether the Assessment should be reviewed and if so, how often, taking into account future work needed on the document and the upcoming publication of the Future Trends report by the Commissioner. It was agreed that the Well-being Assessment would be revised to take in account the Future Trends report and further additional work, and would then be refreshed and updated as necessary if there were any major changes to data that might affect possible priorities going forward.

NE

PSB partners complimented the Partnership and Scrutiny Support team for the work that had gone into producing the Assessment and gave formal approval to the document, subject to the amendments agreed, and for its publication.

5. Future Generations Commissioner: Draft Strategic Plan

NE informed the Board that the FG Commissioner was in the process of consulting on her first draft strategic Plan and asked that PSB partners consider the draft Plan and respond as appropriate.

Partners queried the accountability of the Commissioner as it was not clear in the report who she would be accountable to for her work. Links between WG policy and PSB work was also queried. It was also noted that the document was aspirational in nature and that it would be important for PSBs to focus on local structures. AW pointed out that individual statutory partners would most likely be submitting their own responses to the Plan, however, NE would draft a response on behalf of the PSB.

NE

6. Local Area Statements – presentation from Natural Resources Wales

AW gave a presentation on Area Statements and PSBs and links between the Well-being of Future Generations and Environment (Wales) Acts. She outlined the purpose of Area Statements, what they should include and how they should be used. She explained that Statements would be produced across each of NRW's six operational areas including the marine environment and outlined the process for developing Area Statements which was likely to begin in May following publication of WG's Natural Resources Policy.

7. Stronger Communities: Better Services – presentation from Pembrokeshire Co-production Network

SL began the presentation by noting that the engagement landscape was currently complicated in terms of the amount of legislation in existence and that was being introduced, therefore ways of engaging meaningfully with people at the right levels and without duplication were needed. She gave an overview of the principles of co-production and outlined why the PSB should employ it as a tool going forward. TM and JM then gave examples of how co-production had been used across various projects they had been involved with in Pembrokeshire.

SL then provided details of areas where the Co-production Network could offer assistance to the PSB in future work and also where the group could work with partners to draw in resources to support engagement. This however would require support from PSB partners in terms of officer time, support from engagement practitioners and also use of venues to host workshops etc.

Both RT and SJ offered support from MAWW Fire and Hywel Dda respectively. SPJ also suggested that support for the Network could be picked up as part of the review of PSB sub-partnerships which would take place over the coming months.

8. Feedback from event for front line staff

LR gave a brief overview of the event which had taken place on 31st January, noting that event had been well attended by representatives from 18 organisations. She outlined the questions that had been put to attendees and their responses and noted that the 'speed dating' session appeared to have been of value to those present in terms of extending their knowledge around areas where front line staff from other agencies may be able to offer assistance in the future. A directory of contacts had been produced following the event which would be circulated to those that had attended and LR outlined a number of options where a similar event could be of use for future PSB related work.

In response to questions, LR said that the event had been inexpensive to run and that those that had attended would be contacted in the near future to determine whether the contacts they had made or knowledge they had gained from the event had been of use to them in their roles over the past few months. LR would liaise with IJ and SJ to arrange a similar event in the south of the County in due course.

LR
/ IJ
/ SJ

9. AOB

NE noted that Kate Chamberlain from had withdrawn as Welsh Government representative on the Board, but that an alternative representative would be sought. A letter would be sent to KC to thank her for her support.

NE

NE also noted that at the next meeting the Board were required to review their terms of reference and asked that partners familiarise themselves with the current version which could be found on the PSB web pages. LR would forward a link to the relevant page to partners. The Board would also be required to appoint a Chair and Vice-Chair for the year at the meeting.

LR

AD had also recently met with the Director in Wales of Citizens Advice Bureau who had offered to give a presentation to the PSB about their work in supporting vulnerable people in the community. Partners agreed that this should be scheduled for a future meeting and NE would liaise with AD to arrange a suitable date.

NE

SPJ also thanked colleagues for their support with the 2021 City of Culture bid for St. David's.

The meeting ended at 12.15pm.