

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



**MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD**  
**TUESDAY 26<sup>th</sup> SEPTEMBER 2017 at 10.00am**  
**PLANED Offices, Narberth**

**Present:**

Tegryn Jones	Chief Executive, PCNPA (Chair)
Ian Westley	Chief Executive, Pembrokeshire County Council
Alec Don	Chief Executive, Port of Milford Haven
Sarah Jennings	Director of Governance, Communication and Engagement, Hywel Dda University Health Board
Natalie Pearson	Head of Engagement, Welsh Government
Caroline James	Director of Finance and Community Services, Pembrokeshire College
Christine Harley	Head of Dyfed Powys Local Delivery Unit, National Probation Service
Jessica Morgan	PLANED
Anna Bird	Head of Strategic Partnership Development, Hywel Dda UHB
Ros Jervis	Director of Public Health, Hywel Dda University Health Board
Dr Steven Jones (SPJ)	Director of Development, Pembrokeshire County Council
CI Amanda Diggins	Dyfed Powys Police
Andrea Winterton	SW Operations Manager Pembrokeshire, Marine and Monitoring, Natural Resources Wales
Ian Scale	Consultant in Public Health, Public Health Wales
Iwan Cray	Area Manager, MAWW Fire and Rescue Service
Cllr. David Simpson	Leader, Pembrokeshire County Council

**In attendance**

Claire George	Partnership and Scrutiny Support Co-ordinator, PCC
Amy Richmond	Engagement, Planning and Performance Manager, Mid & West Wales Fire and Rescue Service
Rhys Burton	Programme Manager, Co-op Group (part of meeting)
James White	Head of Performance and Community, PCC (part of meeting)
Dr Polly Sills-Jones	Regional Well-being Plan Co-ordinator

**Support/Secretariat**

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

**Apologies**

Sue Leonard	Chief Officer, PAVS (Vice-Chair)
Bernadine Rees	Chair, Hywel Dda University Health Board
Sharron Lusher	Principal, Pembrokeshire College
Dafydd Llywelyn	Police & Crime Commissioner, Dyfed Powys
Supt. Ian John	Dyfed Powys Police
Jonathan Feild	Employer and Partnership Manager, DWP

Helen Matthews  
Rowland Rees-Evans

Senior External Relations Manager, DWP  
Chair, MAWW Fire Authority

The meeting commenced at 10.00am.

## **1. Welcome and Apologies**

Introductions were made and apologies received from those listed above.

## **2. Minutes of last meeting**

The minutes of the last meeting held on Tuesday 18<sup>th</sup> July 2017 were agreed as an accurate record.

## **3. Action Log**

### Regional Meeting of PSB Chairs/Vice-Chairs and Support Officers

PSB members briefly discussed the suggestion made at the last meeting and raised the issue of some members having to attend multiple meetings. It was agreed that following consultation NE would meet with regional colleagues to discuss further the option of meeting to discuss common areas within action plans and also whether it would be useful to have an annual meeting of regional PSBs to receive updates on areas of interest to all. In the meantime it was agreed that the Well-being Plans of Carmarthenshire and Ceredigion would be put on the agenda for the next PSB meeting in November for discussion.

**NE for  
agenda**

### All Wales Public Service Graduate Programme

NE provided a brief update on the progress of the above programme, which would operate on a broader footprint than originally thought. Further updates would be provided when available.

## **4. Draft Well-being Plan for Pembrokeshire**

NE introduced the draft Plan by reminding colleagues of discussions that had taken place at the last meeting when the Well-being Objectives for Pembrokeshire had been agreed. He outlined the programme of research, evidence gathering and engagement that had gone into developing the draft Plan and gave an overview of the structure of the document. NE also thanked PS-J for her invaluable work in developing the draft Plan.

NE noted that it was important not to see short, medium and long term activities as a sequence of when work would end and start but rather as way of looking at the likely time it would take to see the impact or positive outcomes of the work. He stressed that the document is a strategic plan and that the PSB should not be too prescriptive in terms of the detailed activity as it was important to provide the delivery groups with the space and opportunity to develop bold solutions and be innovative. Written formal advice from the Future Generations Commissioner's office was anticipated but had not yet been received. NE said he was in contact with the FGC office and the message to PSBs was to be bold and ambitious, to take well-managed risks and to not be afraid to fail. The advice had

not been about compliance and had been useful in terms of the support available from the FGC's Office going forward. PS-J noted that the advice to Ceredigion and Carmarthenshire had been similar.

Members of the PSB then discussed and commented on the document in general terms (for example, the appearance and structure) and also across the four work streams; Living and Working; Resourceful Communities; Tackling Rurality; and Protecting Our Environment. The document was then discussed in greater detail and the draft Plan was agreed subject to the suggested amendments discussed.

PS-J noted that all three counties (Pembrokeshire, Carmarthenshire and Ceredigion) would be adhering to the same 12-week consultation period and Carmarthenshire would once again be hosting a survey as part of the consultation process. She asked that all partners promote the survey widely through their own organisations. NE noted that a paper would be brought to the next meeting outlining proposals for how the Plan will be delivered and supported.

## **5. Defibrillators Project**

AR gave an overview of the work undertaken to date on the project. The project would be marketed as a PSB project and partners were asked to send information on their communication teams to the PSB team. Several funding sources which could be used to provide training were mentioned including LEADER and Health Charity Funding. JM and SJ would look into these possible funding options in further detail. A further update would be provided at the next meeting.

**All**

## **6. Pride in Pembrokeshire**

SJ gave an overview of progress to date in delivering the Pride in Pembrokeshire initiative. He noted that discussions would need to re-start regarding funding in terms of the future work of the PSB as difficulties were emerging in taking forward even basic pieces of work.

PSB members briefly discussed the issue and agreed to provide a list of what they could offer in in-kind services e.g. translation. NE was also asked to re-visit the work from 12 months ago where financial contributions from PSB members were sought. He said he would go back to the original responses from members and follow-up with those who had offered a contribution to see if they were still prepared to do so.

**All**  
**NE**

## **7. Communities First Review**

At its last meeting in July, the PSB had received a report on the work being undertaken to phase out the Communities First programme and use of the Legacy Fund. The Review team had agreed to bring a report to the next PSB meeting to consult on the findings of the review and its recommendations for future deployment of the Legacy Fund.

RB provided a brief overview of consultation that had taken place with key stakeholders and noted that further engagement would take place during October to inform the final report. A further report would be presented to the November meeting of the PSB with final recommendations.

## 8. AOB

SPJ noted that a Poverty in Pembrokeshire seminar for elected Members would be held on 27<sup>th</sup> October in County Hall. He said that there were a limited number of spaces for PSB members to attend if they wished.

**PSB  
members  
to contact  
LR**

IW noted that he had recently met with the Equalities and Human Rights Commissioner and discussed her Working Forward programme, which he briefly outlined. He said that a report would be brought to the next meeting if this was something that the PSB were interested in signing up to.

**IW**

JM noted that the deadline for LEADER funding for the next financial year was 31<sup>st</sup> October. She circulated a PLANED proposal for a Community Well-being and Resilience pilot project and asked PSB partners to consider the proposal and feed back as appropriate.

Partnership Governance Framework – SJ noted that this had been developed by Hywel Dda and was a toolkit to assess the effectiveness of partnerships. She would forward this to PSB members for information following the next Hywel Dda Board Meeting.

**SJ**

The meeting ended at 1.00pm.