

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



**MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD**  
**THURSDAY 8<sup>th</sup> February 2018 at 10.00am**  
**Haverfordwest Fire Station Command Building**

**Present:**

Tegryn Jones	Chief Executive, PCNPA (Chair)
Sue Leonard	Chief Officer, PAVS (Vice-Chair)
Ian Westley	Chief Executive, Pembrokeshire County Council (left 11.50am)
Alec Don	Chief Executive, Port of Milford Haven
Natalie Pearson	Head of Engagement, Welsh Government
Supt. Ian John	Dyfed Powys Police
Jessica Morgan	PLANED
Sarah Jennings	Director of Partnerships & Corporate Services, Hywel Dda University Health Board
Ros Jervis	Director of Public Health, Hywel Dda University Health Board
Sharron Lusher	Principal, Pembrokeshire College
Andrea Winterton	SW Operations Manager Pembrokeshire, Marine and Monitoring, Natural Resources Wales
Jonathan Feild	Employer and Partnership Manager, DWP
Carys Morgans	Police and Crime Commissioner's Office
Dr Steven Jones (SPJ)	Director of Development, Pembrokeshire County Council
Rob Quin	Assistant Chief Fire Officer, M&WW Fire & Rescue Service
Cllr. David Simpson	Leader, Pembrokeshire County Council (left 11.00am)

**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
Dr Polly Sills-Jones	Regional Well-being Plan Co-ordinator

**Support/Secretariat**

Nick Evans	Partnership & Scrutiny Support Manager, PCC
Lynne Richards	Partnership and Scrutiny Support Co-ordinator, PCC

**Apologies**

Bernadine Rees	Chair, Hywel Dda University Health Board
Christine Harley	Head of Dyfed Powys Local Delivery Unit, National Probation Service
Rowland Rees-Evans	Chair, MAWW Fire Authority
Dafydd Llywelyn	Police and Crime Commissioner, Dyfed Powys

The meeting commenced at 10.05am.

## 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 21<sup>st</sup> November 2017 were agreed as an accurate record.

SPJ noted that the Poverty in Pembrokeshire event which was due to have been held late last year and would be led by Victoria Winkler, CEO of the Bevan Foundation, had been rearranged for 28<sup>th</sup> February at 2.00pm. LR would circulate further details.

LR

It was noted that the bid for funding for Community Defibrillator training, submitted following the Defibrillator project initiated by RQ, would be going to the LEADER LAG Board meeting next week for a decision. RQ said that he would provide an update on the Defibrillator project at the next meeting.

NE for agenda

NE provided an update on developments around arrangements for a regional PSB event, which would be held in May/June. The event would be added to the agenda for discussion at the next meeting.

NE for agenda

## 3. Action Log

WG Call for Evidence on PSB contributions to combatting poverty – NE had co-ordinated a Pembrokeshire response and returned this at the end of November.

PSB Data Sharing Protocol – this will be included as an action in the Well-being Plan

PSB Support Officers- meeting held on 12<sup>th</sup> December 2018

Liaise with Town and Community Councils regarding representation on the PSB – A report had been provided for the Town and Community Council Liaison Group meeting on 4<sup>th</sup> December 2017, asking for consideration to be given as to how the nomination process would work and how the views of all Town and Community Councils could be fed through to the PSB. No response had been received as yet.

Communities First Review update – no comments on the update provided at the last meeting had been received.

Cultural Heritage Workshop – NE noted that the Seminar had been postponed and would be rearranged

## 4. Well-being Plan for Pembrokeshire

NE outlined the role of PSB members in agreeing a final draft version of the Well-being Plan, subject to any revisions, that partners would take through their governance arrangements before final approval of the Plan in April prior to publication in May. He noted that 24 responses had been received to the Plan consultation and gave a brief overview of some of the most common responses. The structure of the Plan had changed slightly following the consultation and meetings of the co-ordinating groups that had taken

place in January, as it had become apparent that there were multiple crossovers between each of the four priority areas.

NE noted that the issue of affordable and appropriate housing had emerged throughout the planning process as a major factor influencing people's well-being. However, housing was currently absent from the Plan as the Co-ordinating Groups had struggled to define exactly what the PSB could do together to address this.

TJ suggested that Members of the PSB consider the revised draft Plan firstly in terms of structure, then the Housing issue and finally PSB members, in particular statutory partners, would be invited to make any specific comments.

### Structure

There was agreement that the change in structure was welcomed and was correct. It was noted that the document was easy to read and understand from a public perspective.

Consideration of linkages to other Plans and legislation was briefly discussed. It was agreed that it would be useful to put together an online list with links to relevant websites, documents etc. LR would look to add this to the current PSB pages.

LR

The PSB also discussed the change in mindset and commitment of partner organisations that would be required in order for the Plan to be a success. It would be important to take risks and for PSB members to take responsibility for progressing the actions within the Plan themselves, not delegating tasks to others who might unconsciously 'block' progress. It would also be the responsibility of partners to promote the Plan within their own organisations.

It was agreed that at the next meeting a more detailed discussion around how to progress the actions within the Plan would take place.

NE for agenda

### Housing

The issue of Housing within the Plan was briefly discussed. It was agreed that a statement would be added to the Plan to the effect that other issues would be addressed as they emerged and that any groups set up to tackle the aims within the plan should be allowed to determine what they would look at. A test of the effectiveness of the Plan would be whether it provided the opportunity and architecture for the PSB to take forward and address issues such as housing.

### Specific comments

Specific comments from partners were noted and amendments would be made to the Plan as agreed.

Those present unanimously approved the final draft version of the Plan by way of a show of hands, subject to the amendments agreed at the meeting.

## **5 AOB**

JF offered to provide the PSB with a presentation on Universal Credit. It was agreed that this was something that could be considered for the regional PSB event. He also notified

partners of an event focusing on the Hospitality trade that would take place at Bluestone on 12<sup>th</sup> March. He would forward the details and invitation to LR for circulation to the group.

**JF**

NP noted that as part of considering how they could support PSBs, WG were considering 'healthy board' training, which could take the form of generic training or provision of a Board 'coach'. She also noted that Pembrokeshire had a reputation for being one of the most functional PSBs. Partners agreed that they would be interested in a Board 'coach' approach and asked NP to feed this back to WG. LR would contact NP at a later date to check progress.

**LR**

JM noted that a joint Council/PLANED event on regional investment after Brexit would take place on Wednesday 14<sup>th</sup> February to which partners were invited to attend.

SJ asked the Board to consider how they would like to be formally involved in the Transforming Clinical Services consultation. It was agreed that she would provide an update at the next meeting and that the consultation would be considered as a possible agenda item for the Regional PSB event.

**SJ/  
NE for  
agenda**

Partners briefly discussed communication around launch of the Plan. It was suggested that Pembrokeshire use different platforms, such as Instagram and Snapchat, to promote the Plan in addition to the usual methods. PSB members would send details of their Communications staff to LR to ensure that the strategy for launch of the Plan was consistent and included all partners.

**ALL**

SL raised concerns around the current PSB web pages and the fact that they were hosted on the PCC website and were difficult to locate. LR would look again into costs associated with an externally hosted website.

**LR**

The meeting ended at 12.10pm.