

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



**MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD**  
**Tuesday 19<sup>th</sup> November 2019 at 11.55am**  
**PLANED Offices, Narberth**

**Present:**

Tegryn Jones	Chief Executive, PCNPA (Chair)
Sue Leonard	Chief Officer, PAVS (Vice-Chair)
Jonathan Feild	Employer and Partnership Manager, DWP
Maria Battle	Chair, Hywel Dda UHB
Carwyn Thomas	Group Manager, Pembrokeshire, MAWW Fire Service
Andrea Winterton	SW Operations Manager Pembrokeshire, Marine and Monitoring, Natural Resources Wales
Anna Bird	Head of Strategic Partnership Development, Hywel Dda UHB
Dr Steven Jones (SPJ)	Director of Community Services, PCC
Iwan Thomas	Chief Executive Officer, PLANED
Elaine Lorton	County Director, Pembrokeshire, Hywel Dda UHB
Claire George	Locality Manager, North Pembrokeshire, Hywel Dda UHB
Martyn Palfreman	Head of Regional Collaboration, WWCP
Elwyn Williams	Vice-Chair MAWW Fire Authority
Diane Lockley	Chair Local One Voice Wales Area Committee
Cris Tomos	Cabinet Member for Environment and Welsh Language
CI Amanda Diggins	Dyfed Powys Police

*Support/Secretariat*

Lynne Richards	Partnership & Scrutiny Support Co-ordinator, PCC
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**Apologies**

Sarah Jennings (SJ)	Director of Partnerships & Corporate Services, Hywel Dda UHB
Kevin Jones	Assistant Chief Fire Officer, M&WW Fire & Rescue Service
Natalie Pearson	Head of HR Strategy, OD and Engagement, Welsh Government
Ian Westley	Chief Executive, Pembrokeshire County Council
Andy Jones	Chief Executive, Port of Milford Haven
Supt. Ross Evans	Dyfed Powys Police
Barry Walters	Principal, Pembrokeshire College
Alison Perry	Director of Commissioning, Office of the Police and Crime Commissioner

The meeting commenced at 11.55am.

**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 24<sup>th</sup> September 2019 were confirmed as an accurate record.

## 3. Action Log

All actions had been completed apart from;

*6 - Discuss the enthusiasm of the PSB to involve groups of young people outside of the usual Youth fora with the First Minister, to determine whether Pembrokeshire could pilot an approach in this area – To be discussed under action log at next meeting.*

LR

*8 – Colleagues to provide procurement information on percentage of local spend as a first step towards increasing social value and building local wealth – LR to circulate a reminder.*

LR

*9 - Consult with regional colleagues and RPB to put together a workshop to determine how to co-design a framework to enable the development of work around social and green solutions for health – Planning meeting to be held on 21<sup>st</sup> January, further details to follow.*

NE

*11 - NRW to circulate dates for a regional workshop to outline their experiences of the carbon positive pilot project – AW said that she hoped to arrange something for February for local partners.*

## 4. WAO report: Review of Public Services Boards

SPJ introduced the report produced following work undertaken by the WAO earlier in the year.

He noted a lack of clarity between the responsibilities of the WAO and Commissioner in reviewing the performance of PSBs and that this presented a confused picture in terms of oversight. Considering each of the four recommendations in the report in turn, it was noted that overall they were process driven and would not assist in unlocking the full potential of PSBs.

It was agreed to provide a response to the report, outlining what the Pembrokeshire PSB had undertaken with regard to the recommendations and also any plans for delivery going forward. NE would draft a response and circulate to partners.

NE

## 5. Involving young people

Following on from the feedback from the Youth Assembly received at the beginning of the workshop session, it was agreed to issue a standing invitation for two representatives to attend future meetings. Discussions would also be held with the Youth Assembly to determine if there were any issues with the timings of meetings and to build in flexibility to the meeting schedule where possible if this was required.

NE/  
LR

It was also agreed to add an item to a future agenda for discussion of the engagement toolkit piloted by PLANED in Haverfordwest, once it had been finalised and consulted on.

LR noted that the item around involving young people had been added to the agenda following discussions at the last PSB meeting around the work partners were doing with young people and how the PSB could bring this work together whilst also engaging with young people outside of traditional fora. It was agreed to discuss this with the Youth Assembly to determine whether they think there are any gaps in engagement.

NE/  
LR

MB noted that Cardiff PSB had invited young people to scrutinise them on their work as part of a UNICEF project and this could be something for Pembrokeshire to consider in the future.

## **6. Integrated localities and communities in Pembrokeshire**

CG introduced the report which built on the update presented to the PSB in September. She noted that initially work was being focused on the Milford Haven area as there were issues in some communities around low level anti-social behaviour, mental health and financial hardship, all social determinants of health to which a public services approach might be able to provide a solution. She gave an update on progress to develop both multi-disciplinary and multi-agency teams; locality and community planning, including the proposal to add a sixth community area to cover the Narberth/Crymych area; engagement and communication; development of a to inform stakeholders of activity and to help to engage with people in Pembrokeshire as widely as possible; and further areas for development.

In terms of recommendations, the PSB were asked to consider how the multi-agency and multi-disciplinary meetings are co-ordinated to ensure that engagement was as wide as possible and also to consider the proposed community network areas and whether these are appropriate. It was agreed to share the newsletter with PSB member organisations to determine if they can contribute and a further update on the development of integrated localities and communities would be scheduled for a future meeting. PSB members were in agreement with the network areas as laid out in the report.

LR

## **7. Regional Collaboration**

AB and MP provided an update on regional collaborative work and progress on activity between Pembrokeshire, Carmarthenshire and Ceredigion PSBs and the Regional Partnership Board around the four current project areas, namely; social and green solutions for health, TEC and digital; continuous engagement and; connecting people, kind communities. With regard to activity under the TEC and digital project area, MP noted that a meeting had been held on 15<sup>th</sup> November with two suppliers that could provide a stakeholder management system to analyse information received from engagement activity. The suppliers had been invited to attend a future meeting of the regional project group to further explore what they can offer and so that funding options could be considered. A paper outlining discussions would be brought to a future PSB meeting.

## **8. AOB**

JF noted that information from some partner organisations with regard to available work experience placements was still outstanding. He asked that they do so as soon as possible.

All  
outstanding

The meeting ended at 12.55pm.