



2.00pm, Thursday, 14 September 2017
Boardroom, Graig Campus, Coleg Sir Gâr, Llanelli

MINUTES

Present

Name	Organisation
Barry Liles (Chair)	Coleg Sir Gâr
Cllr. Cefin Campbell	Carmarthenshire County Council
Superintendent Gary Mills	Dyfed Powys Police
Anna Bird	Hywel Dda University Health Board
Jane Davidson	University of Wales Trinity Saint David
Rob Quin	Mid & West Wales Fire and Rescue Service
Ros Jervis	Public Health Wales
Carys Wynne Morgan	Arts Council for Wales
Marie Mitchell	Carmarthenshire Association of Voluntary Services
Huwel Manley	Natural Resources Wales
Jonathan Feild	Department for Work and Pensions

In attendance

Name	Organisation
Gwyneth Ayers	Carmarthenshire County Council
Jonathan Hancock	Carmarthenshire County Council
Amy Hawkins	Carmarthenshire County Council
Polly Sills-Jones	Regional Well-being Plan Co-ordinator

1. Welcome & Apologies

Apologies

Name	Organisation
Mark James	Carmarthenshire County Council
Cllr. Emylyn Dole	Carmarthenshire County Council
Wendy Walters	Carmarthenshire County Council
DCC Liane James	Dyfed Powys Police
John Cook	Brecon Beacons National Park Authority
Steve Moore	Hywel Dda University Health Board
Bernardine Rees	Hywel Dda University Health Board
Sarah Jennings	Hywel Dda University Health Board
Prof Jean White	Welsh Government

- Barry Liles welcomed everyone to the meeting and round table introductions were completed. A warm welcome was extended to Cllr. Cefin Campbell attending the meeting on behalf of Cllr Emlyn Dole.
- Condolences were expressed for the sad loss of Cllr. Janice Dudley Mid & West Wales Fire and Rescue Service who had been a member of Carmarthenshire PSB until March 2017.

2. Minutes and Matters arising: 13 July 2017

- Anna Bird presented an amendment to the July minutes under agenda item 6 - Children First Update. The following text should replace the first paragraph as noted in the minutes.
Anna Bird introduced the paper on behalf of Noeline Thomas, Carmarthenshire County Council and advised that a the Local Authority, Health Board, Public Health and Penrhos School had been collaborating to develop a bid to become a pioneer area for Children's First. This is a Welsh Government initiative and the Children First approach (previously referred to as Children's Zones) which is a place based approach to make a difference to future generations.
- With this amendment, the minutes were accepted as a true and accurate record.
- Actions discussed and updates provided where appropriate.

ACTION:	Gwyneth Ayers to arrange a presentation on the Brechfa Forest Wind Farm at a future PSB meeting.
ACTION:	All to provide information about vacancy opportunities for DWP staff affected by Llanelli office closure to john-mark.frost@dwp.gsi.gov.uk

3. Future of Communities First

- Amy Hawkins provided a presentation on Communities First, which included a summary of the programme since its launch in 2001. The programme was revised in 2013 to focus on Prosperous, Learning and Healthy communities and focused on a cluster area, which includes parts of Llanelli, Ammanford and Trimsaran.
- Early in 2017, the Cabinet Secretary announced a new approach to building resilient communities, focusing on Employment, Early Years and Empowerment. As part of the new approach a Legacy Fund was announced to support the phasing out of the Communities First Programme and maintain the most effective aspects of the programme from April 2018. Within Carmarthenshire, there is an allocation of £109K for 2018/19, which is equivalent to 27% of the current Communities First budget.
- The proposal for the Legacy Fund is to deliver the below three programmes
 1. Engagement and Participation Programme
 2. Adult Skills Programme
 3. Encouraging Positive Lifestyle Programme
- Final responsibility sits with the Local Authority as the Communities First Delivery Body but PSB has new role in new programme to inform and influence decisions.
- The PSB was asked to consider the proposal and provide support in principle.

ACTION:	Gwyneth Ayers to provide links to the Regional Learning & Skills Partnership to Ros Jervis.
ACTION:	Amy Hawkins to ensure the Communities First application to the Legacy Fund is shaped around WFG Act requirements.
ACTION:	Barry Liles and Amy Hawkins to ensure Coleg Sir Gâr is linked to the Adult Skills Programme approach.
ACTION:	Barry Liles and Gwyneth Ayers to undertake initial scoping work on PSB member issues relating to information sharing before raising with the Future Generations Commissioner and Information Commissioner.

4. Carmarthenshire Well-being Plan – first draft

- Gwyneth Ayers presented to the PSB the first draft plan prepared following engagement with front line and service staff, stakeholders, county and community councillors and members of the public.
- It was noted that further work is to be done to develop the detail of how we are going to deliver these actions. Work will take place between October-December 2017 and further workshops with key staff and stakeholders to develop delivery plans for the short-term actions using the five ways of working as a basis for discussion.
- A 12-week public consultation on the draft plan is scheduled to take place between October and December 2017.
- A discussion took place around the feedback and advice received from the Future Generations Commissioner earlier this week. It was agreed to consider and take stock of the advice and make some amendments to the draft Plan before commencing the consultation.

ACTION:	Anna Bird, Gwyneth Ayers & Polly Sills-Jones to undertake some further work on the Well-being Plan before re-circulating to PSB members for approval by e-mail before public consultation in early October
ACTION:	Gwyneth Ayers & Polly Sills-Jones to arrange further engagement sessions during October-December 2017 to develop the 'how' for achieving the identified actions
ACTION:	Gwyneth Ayers & Polly Sills-Jones to consider evidence and further information from Jane Davidson to identify if low carbon economy is reflected strongly enough in the Plan

5. Neighbourhood Management Approach proposal

- Superintendent Gary Mills presented the Neighbourhood Management Approach proposal to the PSB. This followed on from the July 2107 PSB meeting where the Police and Crime Commissioner announced his support for an initiative to tackle crime and disorder issues within geographical areas.
- A position statement reviewing crime data and intelligence was prepared resulting in information that has identified police and crime prioritise. A report was provided to the members outlining the proposal of the approach to be taken forward, that was based on initial discussions with partners. This Proposal is to focus on reducing crime and anti-social behaviour.
- The PSB were fully supportive of this suggested approach with the agreement that further work would be undertaken to develop a detailed proposal to submit to the Police and Crime Commissioner's 'Community Safety Support Grant'.

ACTION:	Kate Thomas to ensure Steve Kelshaw, Coleg Sir Gâr is involved in further discussions
ACTION:	Chief Inspector Steve Thomas & Kate Thomas to further develop proposal to submit to Police & Crime Commissioner

6. Thematic Group Update

- Gwyneth Ayers provided and referred to the updated from the Fair & Safe Communities and Prosperous & Resilient Communities thematic groups.
- A matter was referred to the PSB in relation to the Fair & Safe Communities Group concerning partner contributions towards the costs of undertaking Domestic Homicide Reviews. It is a statutory requirement for Council, Health Board, Police, Probation and Fire & Rescue Service but currently only Council contributing funding. A discussion around this area took place and it was agreed for a summary report to be compiled to enable statutory partners to consider further.

ACTION:	Kate Thomas - Domestic Homicide Review: prepare a summary report of the issue so that each of the statutory partners can raise internally for consideration
ACTION:	Superintendent Gary Mills to speak to Police & Crime Commissioner about possible options

7. PSB Forward Work Programme & Communications update

Gwyneth Ayers discussed the forward work programme. The following items were deliberated and agreed to move forward with.

- Violence Against Women, Domestic Abuse and Sexual Violence
- Making Every Contact Count – project proposal
- PSB Communications and Engagement Strategy
- Workstream update
- DWP - Universal Credits
- Mapping of current partnership arrangements
- NRW - Communities at risk from flooding

ACTION:	Jonathan Feild & Gwyneth Ayers to arrange a presentation on Universal Credit full service roll-out from March 2018 at future PSB meeting
ACTION:	Gwyneth Ayers to undertake a mapping exercise of current partnership arrangements in order to inform future delivery of Well-being Plan
ACTION:	Huwel Manley & Gwyneth Ayers to arrange a presentation on communities at risk from flooding at future PSB meeting

8. Any Other Business

No other matters arising.

Next meeting will be held on 16 November 2017.

Summary of Actions – Public Services Board Meeting:

	Summary of Action Points	Who	Update
Actions from 14 September 2017 meeting			
1	To arrange a presentation on the Brechfa Forest Wind Farm at a future PSB meeting.	Gwyneth Ayers	Scheduled for March 2018 PSB meeting
2	To provide information about vacancy opportunities for DWP staff affected by Llanelli office closure to john-mark.frost@dwp.gsi.gov.uk	All	Update to be provided at meeting
3	Provide links to the Regional Learning & Skills Partnership to Ros Jervis	Gwyneth Ayers	Completed.
4	Ensure the Communities First application to the Legacy Fund is shaped around WFG Act requirements	Amy Hawkins	Underway.
5	Ensure Coleg Sir Gâr is linked to the Adult Skills Programme approach	Barry Liles and Amy Hawkins	Completed.
6	Undertake initial scoping work on PSB member issues relating to information sharing before raising with the Future Generations Commissioner and Information Commissioner	Barry Liles and Gwyneth Ayers	Further work to be undertaken and will be considered at January 2018 PSB meeting.
7	Undertake some further work on the Well-being Plan before re-circulating to PSB members for approval by e-mail before public consultation in early October	Anna Bird, Gwyneth Ayers & Polly Sills-Jones	Completed. Consultation on draft plan underway until 3 January 2018.
8	Arrange further engagement sessions during October-December 2017 to develop the 'how' for achieving the identified actions	Gwyneth Ayers & Polly Sills-Jones	Session arranged for 7 December 2017. PSB Operational Delivery Group members will attend.
9	Consider evidence and further information from Jane Davidson to identify if low carbon economy is reflected strongly enough in the Plan	Gwyneth Ayers & Polly Sills-Jones	Information considered as part of on-going consultation.
10	Ensure Steve Kelshaw, Coleg Sir Gâr is involved in further discussions relating to Neighbourhood Management	Kate Thomas	Completed.
11	Further develop proposal to submit to Police & Crime Commissioner	Chief Inspector Steve Thomas & Kate Thomas	Development session to be held on 10 November 2017.
12	Domestic Homicide Review: prepare a summary report of the issue so that each of the statutory partners can raise internally for consideration	Kate Thomas	On-going

	Summary of Action Points	Who	Update
13	Speak to Police & Crime Commissioner about possible options	Superintendent Gary Mills	Confirmation received that no funding would be available through PCC.
14	Arrange presentation on Universal Credit full service roll-out from March 2018 at future PSB meeting	Jonathan Feild & Gwyneth Ayers	On agenda for 16 November 2017.
15	Undertaking mapping exercise of current partnership arrangements in order to inform future delivery of Well-being Plan	Gwyneth Ayers	On-going
16	Presentation on communities at risk from flooding at future PSB meeting	Huwel Manley & Gwyneth Ayers	Date to be confirmed.