



2.00pm, Thursday, 18 January 2018
Y Crochan, Theatr Y Ffwrnnes, Llanelli

MINUTES

Present	
Name	Organisation
Barry Liles (Chair)	Coleg Sir Gâr
Cllr. Emlyn Dole (Vice-chair)	Carmarthenshire County Council
Wendy Walters	Carmarthenshire County Council
Huwel Manley	Natural Resources Wales
Rob Quin	Mid & West Wales Fire and Rescue Service
Supt Gary Mills	Dyfed Powys Police
John Cook	Brecon Beacons National Park Authority
Jane Davidson	University of Wales Trinity Saint David
Carys Wynne Morgan	Arts Council for Wales
Ros Jervis	Hywel Dda University Health Board
Prof Jean White	Welsh Government
Marie Mitchell	Carmarthenshire Association of Voluntary Services
Carys Morgans	Office of the Police and Crime Commissioner
Sian-Marie James	Hywel Dda University Health Board

In attendance	
Name	Organisation
Gwyneth Ayers	Carmarthenshire County Council
Kate Thomas	Carmarthenshire County Council
Joanna Jones	Carmarthenshire County Council & Hywel Dda University Health Board
Wendy Phillips	Carmarthenshire County Council
Amy Richmond	Mid and West Fire and Rescue Service
Emma Davies	Natural Resources Wales

1. Welcome & Apologies

Apologies	
Name	Organisation
Mark James	Carmarthenshire County Council
Bernardine Rees	Hywel Dda University Health Board
Sarah Jennings	Hywel Dda University Health Board
Polly Sills-Jones	Regional Well-being Plan Co-ordinator

- Barry Liles welcomed everyone to the meeting and round table introductions were made.
- Gwyneth Ayers informed that Barry Liles and Emlyn Dole attended the Council's Policy and Resources Scrutiny Committee meeting last week where it was agreed that elected members

attend PSB meetings to observe. A request was made for the whole committee to attend one meeting together, the venue of the March PSB meeting has therefore been changed to the Caer Suite at MAWWFRS HQ to accommodate this.

ACTION:	PSB Support Team to send updated meeting request for March.
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- Barry Liles thanked John Cook for his contribution to the Carmarthenshire PSB and wished him a long, healthy and happy retirement.
- Barry Liles also expressed thanks to Adrian Nicholas (in his absence) for his contribution to the Carmarthenshire PSB and to wish him well for his retirement on behalf of the Board Members.

2. Minutes and Matters arising: 16 November 2017

- The minutes were accepted as a true and accurate record.
- Action 1 – due to changes in the format of the January meeting, information sharing has been deferred to the March meeting.
- Action 3 – Kate Thomas informed that a briefing paper was circulated to the five responsible organisations requesting a response in relation to funding contribution for the Domestic Homicide Review (DHR). Two responses have been received: Council agreed to contribute along with the other four organisations; NPS informed that it is their national policy not to contribute financially to costs but would continue to support in other ways. A response is awaited from the Health Board, Fire & Rescue Service and Police.

ACTION:	Rob Quin, Sian-Marie James and Gary Mills to respond as soon as possible to the summary report circulated regarding the Domestic Homicide Review cost to statutory Community Safety Partners.
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- Action 5 – A response was sent to Pembrokeshire PSB as agreed. Ceredigion have also accepted the invitation and suggested that Powys are also invited. It is hoped to arrange a joint meeting in June 2018 following each area's approval of their Well-being Plans.
- Action 11 – Training for the first MECC cohort has been arranged for 26th January 2018.
- Gary Mills informed that an initial meeting has been held regarding Station Road.

3. Well-being Plan &

4. Carmarthenshire Well-being Plan – Delivery plan

Items 3 and 4 on the agenda were considered together.

- The Well-being Plan consultation closed on 3rd January 2018. There were 75 responses and 11 organisational response.
- Amendments have been made where appropriate. The report provided a basis for discussion.
- Although concerns were raised in relation to the age of most responders, members were reassured that engagement has been undertaken with young people, the Deaf Society and other groups in the development the Well-being plan.
- Following a discussion, it was agreed to separate the longer-term actions into medium term actions and longer-term aspirations.
- It was agreed in principle that PSB members would take ownership of the delivery groups.

ACTION:	PSB Support Team to ensure that any references to Ros Jervis, DPH, as Public Health Wales are amended to Hywel Dda University Health Board throughout the Plan
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- It was agreed that the PSB member would be the overall lead where their organisation is named as the Lead or Vice-Chair of any Delivery Groups and that they would ultimately be responsible for reporting on progress to the PSB, but it would be acceptable for another employee from their organisation undertake the operational role on their behalf where appropriate.

- It was agreed to change 'nature connectedness' to 'connection with nature'.
- The issue surrounding the use of plastic was discussed but it was agreed that it is already encapsulated in the current text.
- It was agreed to change the heading of the early intervention short-term action from 'Raising Awareness' to 'Changing the Model of Delivery'. Following discussion, it was agreed that the joint chairs be Hywel Dda and Carmarthenshire County Council.

ACTION:	PSB Support Team to amend Delivery Group lead and Vice-Chair as agreed at meeting, as confirmed by respective PSB Members
ACTION:	PSB Support Team to amend the Vice-Chair of the Early Intervention Delivery Group to be co-chaired by the Council and Health Board
ACTION:	PSB Support Team to ensure presence from devolved and non-devolved partners in relation to any work taken forward on procurement

- There was a discussion on how to encourage members of the public to take part in consultations. Jane Davidson informed that the University has developed a certificate around the seven goals. This was initially due to be piloted on 20 people, however it has already been completed by 140. It is not known as yet whether it will be available to partners.
- Jean White stated that the Welsh Government has granted a regional fund with the criteria for helping with engagement going forward. Gwyneth Ayers advised that this is currently being used to fund the Regional Well-being Plan Co-ordinator role and discussions have yet to be held for the next financial year. It was agreed that this should be discussed at the joint PSB meeting.
- It was commented that the insight sessions on the Council's Budget Consultation was an excellent way to engage with young people and this model could be used for future PSB activity.
- The Delivery Plan document is a starting point and discussions with lead organisations will be required to take this work forward.

ACTION:	PSB Support Team to make necessary amendments to the Well-being Plan based on PSB discussions and re-circulate for final approval by the end of January prior to the political process commencing. It was agreed that no response would be taken as approval.
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5. Carms News discussion paper

- A paper outlining the current arrangements and funding contributions by partners was circulated.
- Enquiries were made as to whether current funders to Carms News would agree to making £2k available to take actions forward. It was agreed that proposals be brought to the board prior to commitment.
- It was identified that some organisations already have 'Welcome to Carmarthenshire' packs available however keeping them updated was another issue.
- Following a discussion it was agreed by all that rather than ceasing the publication for 12-months as suggested in the report that the publication of Carms News would cease completely.

ACTION:	PSB Communications Group to bring any proposals to the March PSB on any funding required for proposed PSB communications
ACTION:	PSB Communications Group to end Carms News completely and determine appropriate way to communicate with the public going forward

6. Partnership Review Workshop

- The PSB broke into three workshops to consider future requirements and arrangements to deliver the work of the PSB and Well-being Plan going forward.
- Following the workshop discussions, it was agreed to disband the Thematic Groups relating to Healthy Families & Communities and the Prosperous & Resilient Communities.

- Due to the statutory duties of the Fair and Safe Communities Thematic Group, further consideration is required on how to take this forward, its statutory duties, membership, ensuring stronger links to other boards e.g. Criminal Justice Board and the Police and Crime Commissioner.
- The current Workstreams are to cease and the work aligned to the Delivery Groups. A termination date is to be identified for a final report.
- Task and finish groups are to be set up for the delivery of actions with regular reports to the PSB.
- Partners confirmed that there would no cash or dedicated staff available but staff time would be. This would be a good development opportunity for staff to support the delivery groups. Funding would be on a proposal basis; NRW confirmed that they have some funding available for each PSB.
- The Terms of Reference need to allow each delivery group the flexibility on how to develop as having a set format may stifle progress. They will need to identify and link in with wider organisation/groups when relevant to strengthen the work.

ACTION:	PSB Support Team to prepare a proposal based on the PSB workshop discussion on future structures to be presented to the March PSB for agreement.
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7. Any Other Business

- Marie Mitchell informed that as CAVS have been invited to attend a meeting with the Future Generations Commissioner's staff. The meeting will look at the implementation of the involvement principles of the Future Generations Act.
- Jean White stated that the Parliamentary Review of Health and Social Care has been published and that work on the strategy for NHS and Social Care Integrated Working will be carried out over the next 8-10 weeks, this is due to be launched in June 2018.
- Jane Davidson advised that the Royal Society of Arts has set up a UK wide food and farming commission to look at sustainable food and farming post Brexit. She will be working with the lead officer, who is an organic farmer from Monmouth, to provide opportunity to engage about the purpose of the commission, and enable people to give evidence, in particular look at opportunities around the public plate, using local seasonal produce e.g. in Carmarthen. A meeting will be held mid-February and an invite will be sent to all partners.
- Joanna Jones informed that a draft funding proposal has been submitted to NRW on accessing the outdoors for health and well-being and would be beneficial to have PSB support if it gets through to the next stage. The proposal 'Awyr Iach' builds on the walking well initiative, improving access to certain communities within pilot areas, green gym etc.

ACTION:	Joanna Jones Keep PSB informed on progress with the NRW funding bid 'Awyr Iach'
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The next meeting to be held on 8th March in the Caer Suite, Mid & West Wales Fire and Rescue Service, Lime Grove Avenue, Carmarthen.

Summary of Actions – Public Services Board Meeting:

	Summary of Action Points	Who	Update
Actions from 18 January 2018 meeting			
1	To send updated meeting request for March.	PSB Support Team	Completed
2	To respond as soon as possible to the summary report circulated regarding the Domestic Homicide Review cost to statutory Community Safety Partners.	Rob Quin, Sian-Marie James & Gary Mills	Confirmation of support of funding contribution received from Dyfed Powys Police and Mid & West Wales Fire & Rescue Service. Both Probation organisations have confirmed that they are unable to contribute funding. Awaiting response from Hywel Dda University Health Board.
3	To ensure that any references to Ros Jervis, DPH, as Public Health Wales are amended to Hywel Dda University Health Board throughout the Plan.	PSB Support Team	Completed
4	To amend Delivery Group lead and Vice-Chair as agreed at meeting, as confirmed by respective PSB Members	PSB Support Team	Completed
5	To amend the Vice-Chair of the Early Intervention Delivery Group to be co-chaired by the Council and Health Board	PSB Support Team	Completed
6	To ensure presence from devolved and non-devolved partners in relation to any work taken forward on procurement	PSB Support Team	To be considered as part of implementation of well-being plan.
7	To make necessary amendments to the Well-being Plan based on PSB discussions and re-circulate for final approval by the end of January prior to the political process commencing. It was agreed that no response would be taken as approval.	PSB Support Team	Completed
8	To bring any proposals to the March PSB on any funding required for proposed PSB communications.	PSB Comms Group	To be considered by the PSB Communications Group
9	To end Carms News completely and determine appropriate way to communicate with the public going forward.	PSB Comms Group	To be considered by the PSB Communications Group
10	To prepare a proposal based on the PSB workshop discussion on future structures to be presented to the March PSB for agreement.	PSB Support Team	To be discussed at March PSB meeting
11	Keep PSB informed on progress with the NRW funding bid 'Awyr Iach'	Joanna Jones	On-going