



**9.30am, Wednesday 2 May 2018**  
**SCC002, Dyfed Powys Police Headquarters, Llangunnor, Carmarthen**

<b>MINUTES</b>
----------------

<b>Present</b>	
<b>Name</b>	<b>Organisation</b>
Barry Liles (Chair)	Coleg Sir Gâr
Cllr. Mair Stephens	Carmarthenshire County Council
Huwel Manley	Natural Resources Wales
Rob Quin	Mid & West Wales Fire and Rescue Service
Geraint Thomas	Mid & West Wales Fire and Rescue Service
Cllr. Jan Curtice	Mid & West Wales Fire and Rescue Authority
Chief Inspector Steve Thomas	Dyfed Powys Police
Carys Morgans	Office of the Police and Crime Commissioner
Clare Parsons	Brecon Beacons National Park Authority
Jane Davidson	University of Wales Trinity Saint David
Ros Jervis	Hywel Dda University Health Board
Sarah Jennings	Hywel Dda University Health Board
Anna Bird	Hywel Dda University Health Board
Prof. Jean White	Welsh Government
Marie Mitchell	Carmarthenshire Association of Voluntary Services
Jonathan Feild	Department for Work and Pensions

<b>In attendance</b>	
<b>Name</b>	<b>Organisation</b>
Gwyneth Ayers	Carmarthenshire County Council
Kate Thomas	Carmarthenshire County Council
Amy Richmond	Mid and West Fire and Rescue Service
Dr Jeremy Williams	Hywel Dda University Health Board

<b>1. Welcome &amp; Apologies</b>
-----------------------------------

<b>Apologies</b>	
<b>Name</b>	<b>Organisation</b>
Cllr. Emlyn Dole	Carmarthenshire County Council
Mark James	Carmarthenshire County Council
Wendy Walters	Carmarthenshire County Council
Steve Moore	Hywel Dda University Health Board
Bernardine Rees	Hywel Dda University Health Board
Supt Gary Mills	Dyfed Powys Police

Julian Atkins	Brecon Beacons National Park Authority
Deanne Martin	Wales Community Rehabilitation Company
Helen Matthews	Department for Work and Pensions
Christine Harley	National Probation Service

- Barry Liles welcomed everyone to the meeting and round table introductions were made. The decision of the Arts Council to resign from the PSB was noted. The letter informing of their decision to no longer be active members of any PSBs had been circulated to members.

## 2. Minutes and Matters arising: 8 March 2018

- The minutes were accepted as a true and accurate record, with the addition of attendance by Geraint Thomas, MAWWFRS.
- Updates were given on a number of the actions.
- Action 3 – it was confirmed that the PSB Communications Group had met for the final time as a precursor to the introduction of the Healthy Habits ‘Co-ordinated Campaigns’ Delivery Group. Sharing information on planned campaigns over the next year was discussed and this would be broadened out into the ‘Co-ordinated Campaigns’ approach.
- Action 5 – it was agreed to decide, after today’s presentation by the Health Board, whether a workshop on ‘Transforming Mental Health Services’ was still required.
- Action 6 – the first meeting of the Key Stakeholder Forum for the review of the Local Development Plan will take place on 23<sup>rd</sup> May, 1pm at St Peter’s Hall in Carmarthen.
- Action 10 – The PSB’s support for the First 1,000 Days Collaborative had been confirmed and this would be progressed through the Early Interventions Delivery Group.
- Action 15 – Jean White confirmed that the Welsh Government’s Dementia Strategy had been launched mid February and that additional funding of £10 million had been made available.

ACTION	
To ensure confirmed name of representative to attend Key Stakeholder Forum for Local Development Plan on 23 <sup>rd</sup> May 2018	All
To send formal agreement from PSB to join First 1,000 Days Collaborative	PSB Support Team
To circulate the link to the Dementia Strategy and Action Plan to PSB members	PSB Support Team
To suggest inclusion of Dementia Strategy on the agenda for a future regional PSB agenda	PSB Support Team

## 3. Carmarthenshire Well-Being Plan: The Carmarthenshire We Want – final approval and outline of next steps

- Gwyneth Ayers confirmed that the Well-Being Plan had gone through the formal process for approval by the four statutory partners with no amendments required. The final plan was presented for final approval at today’s meeting with a number of minor amendments proposed including a change of Expert Lead in the Early Intervention Group to MWWFRS. The amendments were agreed and Plan approved.
- It was explained that the next steps were to agree the membership of the Delivery Groups and invite them to a meeting to be facilitated by Polly Sills-Jones, Regional Co-ordinator. It would be beneficial for them to meet before the Plan’s launch on 21 June so that key stakeholders, at the launch, could discuss what the Groups were expected to take forward.
- Ideas were invited from PSB members in the planning of the launch and a wide- ranging discussion followed. Suggestions included ensuring a cross section of society were invited, volunteer engagement, a creative café, a Well-being Fair with organisations who can offer help with improving well-being, attendance by a local celebrity with a healthy lifestyle. Innovative use of

social media was discussed and it was agreed that it was important to make the event practical with participants discussing how they can contribute to the progress of the Plan. It was confirmed that it was planned to use the event to engage stakeholders in developing the workplans of the Delivery Groups.

- The crossover in the work of the Delivery Groups was noted and it would be their role to introduce some of the initiatives discussed.
- Lessons could be learnt from the current significant consultation exercise led by HDdUHB on 'Transforming Clinical Services' and other planned events taking place in the county could be utilised as engagement platforms with the public.
- Following discussion it was agreed to use the 21 June date as an initial meeting of the Delivery Groups membership and that the launch of the Well-being Plan is delayed until the Autumn.

<b>ACTION</b>	
To contact lead officers to agree Delivery Group membership	Gwyneth Ayers
To revise planned dates for the inaugural meeting of Delivery Group members and the Launch event	Gwyneth Ayers

#### **4. Hywel Dda: Our Big NHS Change**

- Sarah Jennings introduced Dr Jeremy Williams, A&E Consultant at Glangwili and stated that the Health Board's plans had been co-produced with the Ambulance Service, Police, Police and Crime Commissioner and Fire Service.
- Dr Williams gave the background to the need for significant change for the health, social care and voluntary services provided. He outlined the challenges faced by the Health Board, its aspirations and stated that it was not currently providing the care that was needed or delivering services efficiently. Key questions needed to be addressed relating to need, quality, accessibility, value and sustainability. There were three phases to this process:
  1. Discover – develop strategic case for change (June – November 2017)
  2. Design – agree future care model ( December 2017 – September 2018)
  3. Deliver – implement specific change and transformation (2018-2025)
- The scope of the consultation was explained and clarification given on what was open to be influenced during the consultation and what was not. All proposals include a focus on delivery of services via a community model based on a 10 hubs model which would include 4 in Carmarthenshire: Llandovery; Cross Hands; Ammanford; and Llanelli. In addition, all proposals include the development of a new major urgent care hospital between Narberth and St Clears. Views are welcomed on how these can be delivered.
- There are three proposals being consulted upon for the future provision of hospital services are:
  1. Two urgent and planned care hospitals - Bronglais and a new one - and others as community hospitals (Glangwili, Prince Philip and Withybush).
  2. Three hospitals - Prince Philip remains as a local general hospital, Bronglais and a new one - with Glangwili and Withybush as community hospitals
  3. Four hospitals – Bronglais, a new one, Prince Philip as local general hospital and Glangwili as planned care hospital – with Withybush remaining as a community hospital.
- It was noted that the 'Transforming Mental Health Services' development work will be fully considered as part of the development of these proposals.
- It was also noted that a number of enabling groups had informed the proposals e.g. transport, IT and digital, estates.
- A range of consultation and engagement methods were being used to ensure as much input as possible into this process, including staff drop-ins and public drop-ins, engagement with other communities such as disaffected young people and sheltered housing, youth video, animation designed around a family who represent the health issues faced locally.

- A discussion followed and it was confirmed that none of the proposals were favoured as a preferred option by the Health Board at this stage. The results of the consultation will be presented to the September 2018 meeting of the Health Board for decision on the way forward.
- In response to the point that there was no reference to maternity services in the documents and question how this would include Bronglais, it was confirmed that this would be further considered and would be informed by the consultation.
- It was commented that there was no reference to the Well-being of Future Generations Act in any of the documentation. In addition, it was felt that the approach did not seem to be collaborative and it was not an integrated health and social care model. The Health Board acknowledged that reference to the Act was implicit but at the heart of the transformation process in ensuring services are fit for purpose, that the community model supports the delivery of the Act and that there had been very close working between partners in the development of the proposals. It was agreed by the Health Board that reference to the Act could be made more explicit. The health and social care remit of the Regional Partnership Board was discussed and the broader remit of both the PSB and transformation model.
- It was pointed out that there was no mention of GP/Primary Care in the presentation, yet this is a key role from a public perspective as they are often the first point of contact. It was agreed that GPs are intrinsic to the provision of services. There is a need to bring in new doctors to the area and that the transformation programme would assist with the current retention problems.
- It was agreed that partners would be kept informed of progress as the proposals develop.

<b>ACTION</b>	
To request consultation materials from the Health Board relating to the consultation on 'Transforming Clinical Services' if required	All
To circulate the presentation to PSB members	PSB Support Team
To consider links between Regional Partnership Board's workstreams and the PSB's Delivery Groups	Sarah Jennings & Gwyneth Ayers
To ensure the reference to the 'Well-being of Future Generations Act' is more explicit in the consultation materials	Sarah Jennings

#### **5. Mid and West Wales Regional Asset Collaboration Group**

- A letter had been circulated from Jonathan Fearn, the Council's Head of Property, relating to a new regional group on the Hywel Dda and Powys Health Board footprint. It was agreed that the resources previously used for the Carmarthenshire PSB's estates workstream should attend the regional group. The local group would be stood down for the duration of the regional work so as not to duplicate any work.

<b>ACTION</b>	
To advise Jonathan Fearn ( <a href="mailto:jfearn@carmarthenshire.gov.uk">jfearn@carmarthenshire.gov.uk</a> ) if any amendments to organisation's representative to attend the regional group	All

#### **6. Swansea University proposal to WEFO for an Institute of Creative Ageing Industries**

- Jane Davidson outlined the joint bid involving three universities including UWTSD, which focuses on being creative around digital ageing. The PSB agreed to support the proposal in principle.

<b>ACTION</b>	
To confirm support in principle for the project proposal	PSB Support Team

## 7. AOB

- Gwyneth Ayers outlined a proposal that for those organisations using ‘Skype for Business’ the systems could be federated across PSB partners to enable easier contact between officers. This was already in place between the Council and NRW. Jane Davidson suggested that ‘Zoom’ could also be looked at for meetings with large numbers of participants. It was agreed to federate systems between the organisations to enable ‘Skype for Business’ to be used.
- Barry Liles reminded members of the regional PSB meeting taking place on 25<sup>th</sup> June 2018. The proposed agenda for the meeting was outlined and it was suggested by Sarah Jennings that the ‘Transforming Clinical Services’ item may no longer be required. The Dementia Strategy would also be suggested as a possible agenda item as previously agreed.
- Jonathan Feild updated that the roll-out date for Universal Credit in Carmarthenshire and Ceredigion had been postponed to 12 December 2018. This was as the Welsh language platform would not be available before that date.
- Jane Davidson advised that she will be interviewing Sophie Howe, Future Generations Commissioner, for the third year running, as part of the Hay Festival. This will take place on 1<sup>st</sup> June at 4pm on the Wales stage.
- Huwel Manley referred to sharing information around vulnerable people and the Wales Resilience website.
- Sarah Jennings stated that the Health Board had been called to give evidence to the National Assembly for Wales’ consultation on poverty reduction and PSBs, as they had failed to respond direct to the enquiry. Gwyneth Ayers confirmed that the PSB had also been asked to attend the Equality, Local Government and Communities Committee and that she and Barry Liles would be representing the PSB. Partners expressed concern that the Committee were inviting some individual PSB members to give evidence and not all. It was agreed that further enquiries would be made to seek clarification on the nature of the inquiry and why certain partners were being invited and not others.

ACTION	
To provide contact details for organisational IT leads to Gwyneth Ayers	All
To include as future agenda item – Climate Change and Resilience – including use of the Wales Resilience website	Huwel Manley / Gwyneth Ayers
To clarify the purpose and remit of the National Assembly’s Equality, Local Government and Communities Committee inquiry into PSBs and why some individual partners rather were being asked to provide evidence	Gwyneth Ayers
To make further enquiries with the Committee clerk	Jean White

- Barry Liles confirmed that he would be retiring from his current role at the end of August 2018 and would be taking up a role at the UWTSO. Members agreed that Barry had played a key role in unifying partners through the PSB and was very much valued in his role as chair. There would be further discussion about future chairing arrangements at the July 2018 PSB meeting.

The next meeting will be held on 12<sup>th</sup> July at 2pm at the Beacon, Llanelli.

	Summary of Action Points	Who	Update
<b>Actions from 2 May 2018 meeting</b>			
1	To ensure confirmed name of representative to attend Key Stakeholder Forum for Local Development Plan on 23rd May 2018	All	Completed.
2	To send formal agreement from PSB to join First 1,000 Days Collaborative	PSB Support Team	On-going, links to Early Intervention Delivery Group.
3	To circulate the link to the Dementia Strategy and Action Plan to PSB members	PSB Support Team	Completed.
4	To suggest inclusion of Dementia Strategy on the agenda for a future regional PSB agenda	PSB Support Team	Completed.
5	To contact lead officers to agree Delivery Group membership	Gwyneth Ayers	Completed.
6	To revise planned dates for the inaugural meeting of Delivery Group members and the Launch event	Gwyneth Ayers	Completed.
7	To request consultation materials from the Health Board relating to the consultation on 'Transforming Clinical Services' if required	All	Completed.
8	To circulate the presentation to PSB members	PSB Support Team	Completed.
9	To consider links between Regional Partnership Board's workstreams and the PSB's Delivery Groups	Sarah Jennings / Gwyneth Ayers	On-going.
10	To ensure the reference to the 'Well-being of Future Generations Act' is more explicit in the consultation materials	Sarah Jennings	
11	To advise Jonathan Fearn ( <a href="mailto:jfearn@carmarthenshire.gov.uk">jfearn@carmarthenshire.gov.uk</a> ) if any amendments to organisation's representative to attend the regional group	All	Completed.
12	To confirm support in principle for the Swansea University project proposal	PSB Support Team	Completed.
13	To provide contact details for organisational IT leads to Gwyneth Ayers	All	Completed.
14	To include as future agenda item – Climate Change and Resilience – including use of the Wales Resilience website	Huwel Manley / Gwyneth Ayers	To be arranged as part of Healthy Environment Delivery Group.
15	To clarify the purpose and remit of the National Assembly's Equality, Local Government and Communities Committee inquiry into PSBs and why some individual partners rather were being asked to provide evidence	Gwyneth Ayers	Completed.
16	To make further enquiries with the Committee clerk	Jean White	Completed.