



Title	Well-being Objective: Tackling poverty and its impacts Phase 1: To identify and action opportunities for PSB organisation staff to Make Every Contact Count (MECC) with improved signposting and referral to support services.
Item Number	4
Date of Meeting	3 October 2023
<p>To consider and comment on the following issue: Draft Terms of Reference</p> <p>Carmarthenshire Public Services Board</p> <p>Task & Finish Phase 1 To identify and action opportunities for PSB organisation staff to Make Every Contact Count (MECC) with improved signposting and referral to support services.</p> <p>Background</p> <p>Tackling Poverty and its impacts is one of the PSB Well-being Objectives.</p> <p>The Task and Finish Group was created by Carmarthenshire Public Services Board (PSB) in response to the requirements of the Wellbeing of Future Generations Act to lead on a Phase 1 action, associated with the Well-being Plan 2023-2028. The terms of reference written are for Phase 1 (2023) and beyond.</p> <p>The vision</p> <p>The overall vision is to use evidence, insight, and two-way engagement to understand the challenges and opportunities in relation to Making Every Contact Count, across the PSB organisations.</p> <p>What work will it do?</p> <p>There are two key focuses to this work:</p> <ul style="list-style-type: none"> • In the short term, to research, analyse and prepare insight on the opportunities and barriers in terms of Making Every Contact Count across PSB organisations. • To prepare clear proposals for approval by the PSB and co-produce approaches to improve Well-being and demonstrate our contribution to the Five Ways of Working. 	

Who are members?

The PSB organisations have nominated the key contacts to enable this Phase 1 work to progress.

Co-production Wales are also available to advise and support through Project Dewi in order to implement co-production and involvement approaches.

The PSB Support Team will provide the administrative support for the group.

Mission and principles

Co-create an innovative partnership that embodies new ways of working to:

- **Integrate** our approaches, evidence, and resources across all 'systems' working together to understand the challenges and opportunities at a local level.
- **Involve and work alongside our communities** engaging all groups in two-way meaningful and co-produced approaches to achieving our Well-being Objectives.
- Meet the needs of the current and future generations by taking a **long term, preventative** approach.
- Focus on understanding **root causes of key challenges** and how these are **interconnected** to inform our approach to tackling them.

Governance and Accountability

Meetings of the Task and Finish group will be held monthly for a period of six months.

In the period between meetings, communication and directions will be provided through email, and the chair, or representative.

Agendas, papers and requests for information will be shared with the group in advance of the meetings taking place to allow members of the group to prepare and comment. Requests for additional items will also be sent prior to the meetings.

The group will be directed by the PSB, for the work it undertakes. Updates on Task & Finish activity and progress will be provided to the board as an update. Any challenges or requests for support will be escalated to the board for resolving or decision as appropriate.

Alignment to Other Boards

The work of this Task & Finish Group will support and align to the PSB Well-being Plan and Well-being Objectives.

To discuss and agree

- The draft Terms of Reference
- Nominations for representatives from each PSB organisations
- Any contributing projects undertaken by the Member organisations.

Is a decision necessary?

Yes

Proposed by

Kate Harrop, PSB Support Team