



AGENDA

28^h June 2022, 10.00am – Teams meeting

This is a mandatory meeting of the Public Services Board held in accordance with Schedule 3 section 3(1) of the Well-being of Future Generations (Wales) Act

1. Welcome and apologies
2. Minutes of last meeting / Action Log
3. Review of Terms of Reference
4. Nomination of Chair and Vice Chair
5. PCC Poverty Group – update report
6. AOB

Date and time of next meeting: 19th July 2022, 10.00am

WORKSHOP – VISIONING SESSION

10.45am – 12.45pm

The second part of the meeting will be set aside for a visioning session with PSB members to support the development of the Well-being Objectives and Well-being Plan.

Pembrokeshire Public Services Board
Bwrdd Gwasanaethau Cyhoeddus Sir Benfro



MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD
Tuesday 15th March 2022 at 10.00am (Microsoft Teams meeting)

Present:

| | |
|-----------------------|--|
| Tegryn Jones | Chief Executive, PCNPA (Chair) |
| Sue Leonard | Chief Officer, PAVS (Vice-Chair) (From 11am) |
| Dr Steven Jones (SPJ) | Director of Community Services, PCC |
| Anna Bird | Head of Strategic Partnership Development, Hywel Dda UHB |
| Andrea Winterton | Marine Service Manager, Operations, NRW |
| Claire Germain | Deputy Director for Local Government Transformation and Partnerships, Welsh Government |
| Mydrian Harries | Corporate Head for Prevention & Protection, MAWW FRS |
| Cllr. Elwyn Williams | Chair MAWW Fire Authority |
| Jo McCarthy | Deputy Director of Public Health, HDUHB |
| Maria Battle | Chair, Hywel Dda UHB |
| Anna Malloy | Port of Milford Haven |
| Alyson Phillips | Partnerships Manager, DWP |
| Philip Kloer | Executive Medical Director, Hywel Dda UHB |
| Alison Perry | Director of Commissioning, Dyfed Powys Police |
| Dr Barry Walters | Principal, Pembrokeshire College |
| Cllr. David Simpson | Leader, Pembrokeshire County Council |
| Rebecca Evans | Senior Public Health Officer, Public Health Wales |
| Mari Arthur | Representing Cynnal Cymru |

Support/Secretariat

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|--------------------|--|
| Nick Evans | Corporate Policy and Partnerships Manager, PCC |
| Lynne Richards | Corporate Partnerships Officer, PCC |
| Carys Huntly | Regional Well-being Assessment Co-ordinator |
| Jemma Rees | Corporate Partnerships Support Officer, PCC |
| Amy Richmond-Jones | M&WW Fire & Rescue Service |

Apologies

| | |
|---------------------|---|
| Will Bramble | Chief Executive, PCC |
| Cllr. Cris Tomos | Pembrokeshire County Council |
| Iwan Thomas | Chief Executive Officer, PLANED |
| Supt. Anthony Evans | Dyfed Powys Police |
| Darren Mutter | Head of Children's Services, PCC |
| Christine Harley | Head of Dyfed Powys Local Delivery Unit, HMPPS |
| Elaine Lorton | County Director, Pembrokeshire, Hywel Dda UHB |
| Jonathan Griffiths | Head of Social Care and Housing, Pembrokeshire County Council |
| Kelvin Barlow | Regional Partnership Programme Manager, West Wales Care Partnership |

The meeting commenced at 10.05am.

1. Welcome and Apologies

TJ welcomed PSB and apologies were listed from those above.

2. Minutes of last meeting/Action Log

The minutes of the last meeting held on 25th January 2022 were confirmed as an accurate record.

Action Log

Updates on actions agreed at the last meeting were as follows;

Action 1 – NE reported that there was no external support available but CG had offered to coordinate with other PSBs who had undertaken similar work for information sharing.

Action 2 – CG confirmed that the UBI pilot had been awarded to care leavers across Wales and not to specific geographical locations. There is no further work anticipated at this time.

Action 3 is complete

Action 4 – JR reminded all partners to nominate a representative for the Poverty in Pembrokeshire work and an update was on the agenda.

Action 5 is complete

Action 6 – LR attended the first meeting with Co-Production Wales on 14/03/22 and the details would be circulated once available.

3. Well-being Assessment for Pembrokeshire – approval and next steps (Nick Evans)

NE said that at the last PSB, the draft was circulated for feedback and at this meeting, the final draft was seeking approval. The full document was attached to the agenda pack and within the document, the amendments had been added in red and deletions crossed through. All comments that were received had been taken into account, with responses detailed in a number of appendices:

- Appendix A contains responses via the response form or email
- Appendix B contains the responses received via Engagement HQ
- Appendix C and D contains the feedback from WG and FGO which was generally positive.

The feedback from the partnerships panel was detailed in the cover report. A meeting of the statutory partners was conducted a few weeks ago to agree the final draft.

It was anticipated that the assessment would be published on 15/03/22 if approved but would not be formally publicised until after the pre-election period.

NE provided an update on the Gorwel/Horizon system that had been due to be released for use in the assessment but was not available. The system is now in testing and is due to be released in the next few months there will be a workshop arranged for partners in due course.

NE outlined the next steps in the process after the completion of the assessment, which will be how to execute the actions in the identified areas, forming the Well-Being Plan. Visioning

work will be undertaken to create a framework. A timeline was included in the cover note in the agenda pack outlining the work, anticipating the start in summer/autumn.

Due to the delay caused by the pre-election period, it was suggested that the PSB meeting in May was postponed until June as the first council meeting to elect the leader and allocate roles will be held on 27th May.

TJ took the opportunity to thank all who were involved in the production of the assessment and invited discussion and comments.

AB commented that the assessment was presented differently to the other PSBs in the region but it read well and the integrated approach was positively received. AB asked to meet with NE to discuss small, specific pieces of feedback. It was noted that other PSBs had produced community profiles for their assessments and asked whether this was being considered in Pembrokeshire to aid the delivery of the well-being plan. NE replied that it was the intention to produce these profiles but this was not achieved due to the timeframe, though there are still plans to develop the profiles in the coming months and it is felt that the WBP needs to go under county level.

SPJ observed that there was not a great amount of feedback from the community and third sector but that the feedback from WG and FGO was very positive and had two areas of feedback. Firstly, within the economy section, it was suggested to reference the potential output of the renewable energy projects in the summary section due to its significance, and secondly the use of MSOA may be too detailed as this splits the major towns into smaller section, which may be problematic for planning purposes. SPJ noted that the timeline was complicated and protracted in how it is prescribed and suggested that it may be an opportunity to promote the work as there would be lots of interest in a plan for Pembrokeshire.

In response, TJ said that there is the statement around “generating power” on page 26 and NE added that page 79-81 contains details of projects in the haven but could pull highlight messages into the summary and will converse with SPJ. The response to the public consultation and survey were poor but other PSBs encountered similar issues but the 3rd sector had been heavily involved in the production of the document. In reference to the promotion of the assessment, members of the PCC Communications team will need to be involved and this work may require a sub group to be formed. NE emphasised that it was the role of everyone within PSB to disseminate the information into their respective bodies.

PK said that within the matrix in the executive summary, there are a large number of orange and suggested that by addressing the green, yellow and orange, that may solve the red issues also. HDUHB are currently running a project in social prescribing and quantifying social value so suggested meeting with colleagues to share data and help shape the WBP work and priorities. PK agreed that this may be the ideal time to perform community engagement to share objectives to be held to account. HDUHB would be interested in learning across the three PSBs as the objectives are shaped. NE replied saying that identifying the priority areas is a key part of the next steps and that it would not be possible to address all the areas so the conversation will be what to address which could be a broad area tackling more than one priority. There needs to be a realistic expectation of what PSB can do, such as the cross cutting actions. The three PSBs meet monthly with PRB to share information and develop a regional shared approach.

MH was pleased with the fire aspect of the assessment but said that some images and graphs were blurred and this may need reformatting.

PSB were invited to vote on approving the assessment, which was approved, with no votes to not approve and none abstained.

Next Steps

TJ said previously PSB had run workshops that were very successful for the development of the WBP and suggested these were conducted again. NE said that the Pembrokeshire 2040 vision would be tied to the WBP so joint workshops would be held to establish the areas of specific themes. The third sector and engagement network will be utilised to feed from the bottom up. AW welcomed the workshop approach and suggested utilising any existing workshops to prevent duplication and to consider any other groups who may want to be involved.

TJ said there are an obvious four areas of work that are currently live: climate change, Pembrokeshire 2040, child poverty and the HDUHB social prescribing project, which the WBP can bring together.

SL added that there are a number of areas that could be addressed regionally which Coproduction Network Wales can assist in. The RPB have also developed a regional framework.

4. Supporting achieving official recognition of Mid & West Wales as a Living Wage region (Mari Arthur on behalf of Dafydd Llewellyn- Dyfed Powys Police and Crime Commissioner)

At the end of last year, DPP was accredited as a living wage employer and a steering group has been setup to have mid and west Wales as the first living wage region. AP invited all PSB members who were interested to join the group and hoped to involve the public, private and third sector. MA, who is working with WG and FM to assist public bodies in producing a plan, performed a presentation to PSB and said there are currently 11 accredited living wage employers in Pembrokeshire.

MB supported this movement, particularly with the rising inflation and living costs and that the duty extended over and above just providing minimum wage. The contractor element is more complex but was pleased with the support available to address this. MA reiterated that support is available to all, including a number of toolkits, and that champions are being sought from organisations to assist the work. Living wage hours are also being addressed in the fair work agenda.

SL asked if the accreditation is open to all sectors and organisation sizes and MA replied with yes and that Cynnal are hoping to have the full mix of organisations. SL said this type of topic should be built into grant conditions and MA added that the national lottery are an accredited funder.

MH said that PSB is a very good platform for this topic and asked what happens if contractor do not comply after the contract is awarded. MA replied that there was not an immediate action to take but to build this into the milestones and include it as part of the renegotiation of tender.

SL asked how often the real living wage is reviewed and MA said it was annually, published in November after analysis in the summer, and organisations have 6 months to implement. TJ added that PCNPA have already been paying the real living wage but have not become accredited as there was a fear of the bottom pay scales becoming narrowed. MA had not experienced many of these issues as employees tend to feel more valued.

MA shared her email address and JR would circulate the presentation.

5. Poverty in Pembrokeshire Update

A written update was circulated yesterday after the first officers meeting with DM leading the project. All members were asked to nominate a representative to join the working group for the project as soon as possible.

SL was meeting with James White on the topic of this work. Funding had been secured from the community renewal fund to talk to people experiencing financial hardship, to broker conversations of lived experience and to identify gaps in support. The funding must be spent by June- and suggested the work performed by PACTO should be revisited, such as the community transport and lift sharing initiative.

PK said he felt PSB members should be included in the working group sooner as many organisations would be already performing work on addressing poverty. MB said that HDUHB were collecting lived experiences of people who were experiencing in work poverty. JR was to feedback to DM, JW and NE.

6. PSB Climate Change Group update (Andrea Winterton)

AW informed PSB that the meeting scheduled before this meeting had been cancelled but the next meeting was due to go ahead. At the last meeting, the ToR had been approved and the first two workshops conducted with the third later this month, along with the detailed surgeries. The project, which is due to finish in June, would require PSB to sign off the strategy so the possible change of date for the next PSB would be convenient.

The carbon literacy training developed by NRW and Gwent PSB was discussed, looking into whether the toolkit could be amended for Pembrokeshire and was currently in discussion with HDUHB and PCC. A query had been raised on whether the training could be used for small businesses and it appeared that with some tweaks that it was possible. Discussions around procurement frameworks and carbon reduction are part of the carbon calculator work. TJ added that a WG open meeting was scheduled on 16.03.22 for the carbon calculator annual review so there may be further developments and encouraged all members to attend the Climate Adaptation Strategy workshops.

PK said there appeared to be a lot of carbon literacy training happening in Wales so would like guidance on carbon mapping in a healthcare setting, as there is lots to research that is not in a procurement setting. AW said this type of training is not available currently but this development could be part of a phased approach and was an interesting concept.

7. AOB

SL informed PSB that a detailed evaluation document had been produced on the proposed Pembrokeshire Community Fund and the outcome was that it would be valid and a missing piece of the jigsaw for community prevention actions and place-based approaches. There is funding available from the UK community renewal fund to employ and officer to facilitate the start-up.

CG asked whether the Ukraine humanitarian crisis was something to discuss as a PSB or on an individual organisation level. SL said that the community coordination group had met and it was likely there will be families who will host refugees. The Croeso groups who were used for Syrian refugees would need to be strengthened and the skills in the community utilised.

There have been many offers of help and support from the community networks. MB added HDUHB had been called upon by WG for a meeting in the afternoon and some Ukrainians may be housed in Llangranog camp but would require further, pastoral and human care and suggested using the Ceredigion Croeso group.

AP asked whether those who had offered to be part of the PSB work experience initiative in 2020 were still interested in this work to use as a tool for people who have been out of work for some time. TJ said AP to directly contact the three organisations who were involved.

TJ wished luck to all those who were involved in the elections.

The meeting ended at 11.50am.

ACTION LOG
Pembrokeshire Public Services Board Meeting, Tuesday 15th March 2022
Teams Meeting

| | | |
|-----------------------------------|-----------------------|--|
| Present | Tegryn Jones | Chief Executive, PCNPA (Chair) |
| | Sue Leonard | Chief Officer, PAVS (Vice-Chair) |
| | Dr Steven Jones (SPJ) | Director of Community Services, PCC |
| | Anna Bird | Head of Strategic Partnership Development, Hywel Dda UHB |
| | Andrea Winterton | Marine Service Manager, Operations, NRW |
| | Claire Germain | Deputy Director for Local Government Transformation and Partnerships, Welsh Government |
| | Mydrian Harries | Corporate Head for Prevention & Protection, MAWW FRS |
| | Cllr. Elwyn Williams | Chair MAWW Fire Authority |
| | Jo McCarthy | Deputy Director of Public Health, HDUHB |
| | Maria Battle | Chair, Hywel Dda UHB |
| | Anna Malloy | Port of Milford Haven |
| | Alyson Phillips | Partnerships Manager, DWP |
| | Philip Kloer | Executive Medical Director, Hywel Dda UHB |
| | Alison Perry | Director of Commissioning, Dyfed Powys Police |
| | Dr Barry Walters | Principal, Pembrokeshire College |
| | Cllr. David Simpson | Leader, Pembrokeshire County Council |
| | Rebecca Evans | Senior Public Health Officer, Public Health Wales |
| | Mari Arthur | Representing Cynnal Cymru |
| <u><i>Support/Secretariat</i></u> | | |
| | Nick Evans | Corporate Policy and Partnerships Manager, PCC |
| | Lynne Richards | Corporate Partnerships Officer, PCC |
| | Carys Huntly | Regional Well-being Assessment Co-ordinator |
| | Jemma Rees | Corporate Partnerships Support Officer, PCC |
| | Amy Richmond-Jones | M&WW Fire & Rescue Service |

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|------------------|---|--|--------------------|--------------------|--|
| Apologies | Will Bramble Cllr. Cris Tomos Iwan Thomas Supt. Anthony Evans Darren Mutter Christine Harley Elaine Lorton Jonathan Griffiths Kelvin Barlow | Chief Executive, PCC Pembrokeshire County Council Chief Executive Officer, PLANED Dyfed Powys Police Head of Children's Services, PCC Head of Dyfed Powys Local Delivery Unit, HMPPS County Director, Pembrokeshire, Hywel Dda UHB Head of Social Care and Housing, Pembrokeshire County Council Regional Partnership Programme Manager, West Wales Care Partnership | | | |
| No. | Action | Owner | Target Date | Resolution | |
| 1. | Partners to nominate a representative for the Poverty in Pembrokeshire project and send to JR | ALL | asap | Update outstanding | |
| 2. | Details to be circulated from the initial Co-Production Wales meeting held on 14-03-22 | LR | When available | Update outstanding | |
| 3. | Circulate the presentation and contact details from MA on the real living wage accreditation | JR | asap | Complete | |
| 4. | Send PSB feedback to DM, JW and NE around the Poverty in Pembrokeshire project | JR | asap | Complete | |
| 5. | Contact organisations who expressed interest in providing work experience in 2020 | AP | asap | Update outstanding | |



Item 3

| | |
|------------------------|---|
| DATE OF MEETING | 28 June 2022 |
| REPORT TITLE | Review of Terms of Reference |
| PURPOSE | <p>Schedule 3 paragraph 4(3a) of the Well-being of Future Generations (Wales) Act 2015 requires a PSB to review its Terms of Reference at a mandatory meeting of the Board.</p> <p>The current Terms of Reference were last reviewed in July 2018. An updated Terms of Reference, proposing some minor amendments to ensure they are fit for purpose, is appended for the PSB's consideration. These amendments are shown as tracked changes in the attached.</p> |
| RECOMMENDATION | That the PSB reviews and agrees its Terms of Reference. |
| AUTHOR | Nick Evans, Corporate Policy and Partnerships Manager, Pembrokeshire County Council |

Pembrokeshire Public Services Board Terms of Reference

Prepared in line with Welsh Government statutory guidance on the Well-being of Future Generations (Wales) Act 2015, *Shared Purpose: Shared Future*.

Reviewed by Pembrokeshire Public Services Board on ~~17th July 2018~~ 28th June 2022.

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Status

1. Pembrokeshire Public Services Board or PSB ("the Board") is a statutory board established by the Well-being of Future Generations (Wales) Act 2015.

Purpose

2. The purpose of the Board is to improve the economic, social, environmental and cultural well-being of Pembrokeshire.

3. In pursuing this purpose the Board will contribute to the national well-being goals. These are:

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales

4. In conducting its business the Board will act in accordance with the 'sustainable development principle', that is, acting in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. This will mean taking decisions and working in ways that take the following into account:

- **Long term:** the importance of balancing short term needs with the need to safeguard the ability to meet long term needs.
- **Prevention:** how acting to prevent problems occurring or getting worse may help public bodies meet their objectives.
- **Integration:** considering how the public bodies well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other bodies.
- **Collaboration:** acting in collaboration with other public bodies to help meet well-being goals.
- **Involvement:** the importance of involving people with an in achieving well-being goals and ensuring that those people reflect the diversity of the area which the body serves.

Functions of the PSB

5. The Board has four main functions:

- To prepare and publish an assessment of the state of economic, social, environmental and cultural well-being of Pembrokeshire.
- To prepare and publish a ~~local~~ Well-being Plan for Pembrokeshire setting out local objectives and the actions it proposes to take to meet them.
- To take all reasonable steps to meet the local objectives it has set.
- To prepare and publish an annual report that sets out the Board's progress in meeting the local objectives.

Membership

Statutory members

6. The statutory members of the Board are:

- Pembrokeshire County Council (represented at meetings by the Leader and Chief Executive)
- Hywel Dda University Health Board (represented at meetings by the Chairman or Chief Executive, or both)
- Mid and West Wales Fire and Rescue Service (represented at meetings by the Chairman or Chief Officer, or both)
- Natural Resources Wales (represented at meetings by the Chief Executive)

7. A nominated representative may be designated to substitute for any of the named persons above. The Leader of the Council may only designate another member of the Council's Cabinet.

8. Any designated representative must have the authority to make decisions on behalf of their organisation.

Invited participants

9. The Board must invite specified statutory invitees to participate in the Board's activity. These are:

- The Welsh Ministers
- The Chief Constable of Dyfed-Powys Police
- The Dyfed-Powys Police and Crime Commissioner
- Chief Officer, Pembrokeshire Association of Voluntary Services
- National Probation Service

10. The Board may invite any other bodies / persons who exercise functions of a public nature to participate in the Board's activity. The current non-statutory invitees are:

- Public Health Wales
- Chief Executive, Port of Milford Haven

- Chief Executive, Pembrokeshire Coast National Park Authority
- Chief Executive, PLANED
- Regional Jobcentre Wales representative, Department for Work and Pensions
- Pembrokeshire College
- Chair, One Voice Wales
- West Wales Care Partnership

11. Invited participants are not required to accept an invitation. However, once an invitation is accepted, invited participants are expected to participate fully in the activities of the Board and to work jointly with the Board in order to meet its [wellWell](#)-being duty, including in delivering the functions stated at point 5 above.

Other partners

12. The Board will also engage as appropriate with other key partners who have a material interest in the well-being of the area, or who deliver important public services, in the preparation, implementation and delivery of the work of the Board. These partners include but are not limited to:

- Community Councils
- Community Health Councils
- Further or Higher Education Institutes
- Arts Council for Wales
- Sports Council for Wales
- National Library of Wales
- National Museum of Wales

Providing information

13. The Board can require invited participants and other partners to provide information about any action they take that may contribute to achieving the [wellWell](#)-being goals. However, they are not required to provide information if:

- (a) they consider that it would be incompatible with their duties, or
- (b) it had an adverse effect on the exercise of their functions, or
- (c) they were prohibited from providing it by law

14. If a participant or partner decides not to provide information the Board has requested it must provide the Board with written reasons for its decision.

Chairing arrangements and frequency of meetings

Term of office

15. The term of office of the Chair and Vice-Chair is three years and for a maximum of two terms.

Mandatory meetings

16. The Board must hold a meeting, chaired by Pembrokeshire County Council, no later than 60 days after the date on which the Board is established. The Board must also hold a “mandatory meeting” no later than 60 days after each subsequent ordinary election of councillors, an ordinary election being one where all seats on a council are up for election or re-election. At a mandatory meeting the Board must:

- (a) appoint a Chair and Vice-Chair
- (b) determine when and how often it meets, and
- (c) review and agree Terms of Reference

Ordinary meetings

17. There will be at least five meetings of the Board each calendar year, at an agreed time and venue. Other meetings may be held as appropriate.

18. The protocol for meetings will be as follows:

- The agenda and papers will be circulated no later than five working days in advance of the meeting.
- Urgent items may be permitted at the discretion of the Chair.
- Each substantive item on the agenda will be supported by a paper and clear recommendation(s).
- Observers may contribute to relevant topics of business on the agenda, or ask relevant questions on the Board’s work, given the prior consent or specific invitation of the Chair.
- The agenda, minutes, papers and other outputs from a meeting of the Board will be made publically available on the Board’s website.

Meeting dates for the following year will be circulated in August. Statutory and non-statutory members of the Board are asked to prioritise PSB meetings and diarise them as soon as possible to ensure consistency in representation and attendance.

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Governance and accountability

Decision making

19. The quorum of a Board meeting is all four of its statutory members (or designated representative with the authority to make decisions on behalf of their organisation – see points 7 and 8 above).

20. Board decisions (for example the agreement of the ~~assessment of local well-being~~Well-being Assessment and ~~the local well-being plan~~Well-being Plan) are only valid when made jointly by the Board and with all statutory members present.

21. In the event of a vote the Board will operate on the principle of one vote per organisation / agency regardless of the number of representatives from an organisation / agency present at a meeting.

22. In the event of a disagreement between members, it is the responsibility of the Chair to mediate a resolution and to present this to the next available meeting of the Board or to a special meeting if required.

~~23.~~ Members of the Board are required to declare any conflicts of interest and should be aware of their own organisation's policies and procedures around issues such as whistleblowing and conflicts of interest.

Annual report

~~23~~24. The Board will prepare and publish an annual report no later than 14 months after the publication of its first Well-being Plan. Subsequently, an annual report will be published no later than one year after the publication of each previous report.

~~24~~25. A copy of the annual report must be sent to Welsh Ministers, the Future Generations Commissioner, the Auditor General for Wales and the Partnerships ~~Overview and Scrutiny Committee~~Panel of Pembrokeshire County Council (see point 26).

Scrutiny

~~25~~26. In order to provide democratic accountability, the local authority must designate one of its overview and scrutiny committees with responsibility for scrutinising the effectiveness of the Board and its work. The local authority has established a Partnerships Panel for this purpose, which is a standing panel of the Corporate Overview and Scrutiny Committee~~designated the Partnerships Overview and Scrutiny Committee for this purpose.~~

~~26~~27. The designated scrutiny committee and/or panel can require any member of the Board to attend one of its meetings to give evidence but only in respect of the exercise of joint functions conferred on them as a member of the Board. This includes any person or body that has accepted an invitation to participate in the activity of the Board.

Delivery

~~27~~28. The Well-being of Future Generations Act requires partners to work differently and the Board is committed towards changing behaviours and implementing different ways of working from that which existed under previous partnership arrangements. The Board recognises that there is no one-size fits all model to delivery and that a mixed approach, which allows the Board to remain agile and to retain flexibility around utilising different methods or mechanisms, will provide a more dynamic means of delivering on its objectives.

Wider engagement

~~28~~29. Meetings of the Board are open to members of the public to observe and to ask questions on any substantive agenda item with the prior consent of the Chair.

[2930](#). The Board will take all reasonable steps to ensure that the public voice is heard and helps to shape both the Well-being Assessment and the Well-being Plan. The Board ~~will adopt a citizen focus and will engage in a purposeful relationship~~ [is committed to engaging](#) with people and communities in its area, including children and young people, Welsh speakers, and those with protected characteristics, in all aspects of its work.

[3031](#). The Board will liaise with those town and community councils subject to the well-being duty when setting objectives in its Well-being Plan.

[3132](#). A copy of the Well-being Assessment, the Well-being Plan and annual report will be sent to the Welsh Ministers, the Future Generations Commissioner, the Auditor General for Wales and the relevant scrutiny committee of the local authority.

Support

[3233](#). Administrative and secretariat support for the Board is provided by Pembrokeshire County Council. This support will include:

- Ensuring the Board is established and meets regularly
- Preparing the agenda and commissioning papers for each meeting
- Inviting participants and managing attendance
- Preparing and co-ordinating a forward work programme
- Preparing the annual report
- Preparing evidence and co-ordinating attendance for the designated scrutiny committee

Review

[3334](#). The Board must review its terms of reference at a mandatory meeting. The Board may also review and agree to amend its terms of reference at any time as long as all statutory members are in agreement.



Pembrokeshire Public Services Board

Update Report on PCC Officer 'Child Poverty Working Group'

Background

PSB colleagues will recall that this group was convened following a notice of motion presented to full council by the former Cllr for St Davids, David Lloyd. The group was put together to try and draft a strategy and to develop an action plan to address the issue of child poverty in Pembrokeshire, with a view to it being a 'whole county' rather than a county council only initiative. An officer working group was established to begin putting in the foundations of the group, prior to membership being extended to PSB representatives.

General Update

(i) General Progress and Activity

2 meetings of the officer-only working group have been held since the matter was first placed before PSB in January 2022: on 11th March and 29th April. The next meeting is due to take place on 8th July 2022. To date, we have not seen membership expand to include PSB representatives but we understand that we still await full list of nominated representatives from PSB in order to issue invites. It is intended to invite those PSB members to the next meeting in July. Discussions held so far have included Terms of Reference; scope of work; strategy and operations; lived experience; roles and responsibilities. The group has also considered more operational matters such as for example, the availability of funds from the Welsh Church Fund, and how they might swiftly be

deployed to ease the impacts of the costs of living on local people; and the issue of Education Maintenance Allowance, its rate and whether it might be increased locally. A comprehensive action plan arose from the last meeting which included discussion of research undertaken with regards to Poverty Truth Commissions, and the potential to extract elements of that process to compliment the other group actions and overall strategy.

(ii) Membership

Whilst originally it was felt that members should be limited to officer representation initially, it has quickly become apparent that there is in fact no reason why wider membership from across the PSB should not now join the group. Additionally, the ToR when finalised will include provision for invitations to be extended to other agencies and representatives as and when it may serve the ends of the group. PSB member representatives will therefore be invited to attend at the next meeting in July.

(iii) Purpose of group

A prominent area of discussion at the last meeting held on 29th April 2022, and prompted by a question from a group member, was around why we are designated a '*Child Poverty*' working group, rather than an overarching *poverty* working group. It was recognised that poverty affects those who do not have children or do not live in a household where children also reside, and the suggestion was therefore made that we should consider extending our remit. PSB colleagues will recall that the original notice of motion was related to child poverty, and this led to the group being set up in this way.

A variety of views and observations were shared as part of this discussion and consensus was that this matter should be brought back before PSB as the working group remains a de facto sub group of the PSB: the decision therefore was felt to be one that should be made at PSB. Whilst no poll was conducted at the working group, it was obvious that there was a leaning towards the group becoming one that looks at the wider question of poverty across all demographics in Pembrokeshire as opposed to limiting the scope to 'child poverty' only. What follows are some salient points for consideration by PSB:

1. Widening the scope of the group will potentially see a. positive impact to a wider group of residents in Pembrokeshire.
2. Widening the scope will likely mean additional work for the group and its members, though with the same amount of finite resources to deploy.
3. Child poverty is an issue which if addressed, to a degree might serve to benefit wider society in any event, as those children become adults in the future.
4. Child poverty includes those adults who are providing care for the children.
5. Children remain one of the most vulnerable groups and those with least ability to influence their own position in relation to poverty.

6. There are adults in poverty currently who will go on to have children, and breaking the cycle of deprivation within families is a key to reducing poverty in the medium to longer term: timely intervention with these adults may reduce incidences of child poverty.
7. Even with a wider overarching remit, the group can still prioritise its activity, allowing for targeting of the most impactful areas of any strategy that is developed, including with a focus on child poverty.
8. There is existing legislation in Wales (the Children and Families (Wales) Measure 2010¹) that places a duty on Welsh authorities (including PSB members) to prepare strategies to focus on child poverty. The policy and legislative context in Wales requires a particular emphasis on child poverty.

Options re future work/remit of group

1. Retain identity/work of the group as a 'child poverty' working group.
2. Change the group's title and work to include all approaches to poverty for all age groups.

PSB members are therefore asked to decide whether the scope of the poverty working group should be widened to include all those impacted by poverty, or whether to continue to concentrate on activity related to child poverty.

Darren Mutter

Head of Children's Services

5th June 2022

¹ See https://www.legislation.gov.uk/mwa/2010/1/pdfs/mwa_20100001_en.pdf