

Pembrokeshire Public Services Board
Bwrdd Gwasanaethau Cyhoeddus Sir Benfro



MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD
Tuesday 25th June 2019 at 10.00am
Committee Room 1, County Hall

Present:

Tegryn Jones	Chief Executive, PCNPA (Chair)
Sue Leonard	Chief Officer, PAVS (Vice-Chair)
Andy Jones	Chief Executive, Port of Milford Haven
Kevin Jones	Assistant Chief Fire Officer, M&WW Fire & Rescue Service
Andrea Winterton	SW Operations Manager Pembrokeshire, Marine and Monitoring, Natural Resources Wales
Alison Phillips	Employer and Partnership Manager, DWP
Anna Bird	Head of Strategic Partnership Development, Hywel Dda University Health Board
Dr Steven Jones	Director of Community Services, PCC
Iwan Thomas	Chief Executive Officer, PLANED
Cris Tomos	Cabinet Member for Environment and Welsh Language
Martyn Palfreman	Head of Regional Collaboration, WWCP
Alison Perry	Director of Commissioning, OPCC
Supt. Ross Evans	Dyfed Powys Police
Natalie Pearson	Head of Engagement, Welsh Government
Elwyn Williams	Vice-Chair MAWW Fire Authority
Diane Lockley	Chair Local One Voice Wales Area Committee
Dave Evans	Deputy Principal Pembrokeshire College

Support/Secretariat

Nick Evans	Partnership & Scrutiny Support Manager, PCC
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In attendance

Amy Richmond-Jones	Engagement, Planning and Performance Manager, Mid & West Wales Fire & Rescue Service
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Apologies

Ian Westley	Chief Executive, Pembrokeshire County Council
Barry Walters	Principal, Pembrokeshire College
Sarah Jennings	Director of Partnerships & Corporate Services, Hywel Dda University Health Board
Judith Hardisty	Interim Chair, Hywel Dda University Health Board
Ros Jervis	Director of Public Health, Hywel Dda University Health Board
Jonathan Feild	Employer and Partnership Manager, DWP

The meeting commenced at 10.00am.

1. Welcome and Apologies

Introductions were made and apologies received from those listed above.

The Chair noted that the meeting was being webcast as previously agreed by the Board. This would now happen once a year on presentation of the Annual Report. He also welcomed AJ to his first meeting and congratulated him on his appointment as Chief Executive of the Port of Milford Haven and also welcomed Cllr. Elwyn Williams, Vice-Chair of MAWW Fire Authority to his first meeting.

2. Minutes of last meeting

The minutes of the last meeting held on 30th April 2019 were confirmed as an accurate record.

3. Action Log

In relation to Point 4, NE noted that a number of items had been discussed at previous meetings for inclusion in a work programme for the PSB and in addition, as the first 12 months delivery of the Plan had been completed, it was now timely to look at those areas of the Plan that had not yet been considered in detail. He suggested that the PSB should determine whether they would like to hold an informal work programme planning meeting, possibly prior to the next meeting or as part of the meeting.

Partners discussed this suggestion briefly and it was agreed to extend the next meeting to incorporate a workshop session on work programme planning. NE/LR would look to arrange this. All other actions on the log had been completed.

NE/LR

4. Draft Annual Report 2018-19

NE presented the final draft version of the Annual Report and said that the report had moved away from the standard report format towards something that hopefully made it more dynamic, interactive and interesting for people to read. He noted that it was a high level report and said that he was grateful to each of the Workstream leads for contributing to their relevant sections. NE then took partners through each section of the report.

Recruitment and Employment – NE noted the success of the project to date. DE also highlighted the positive impacts that the project was having and that with the addition of PSB partners offering work experience placements, whilst local SMEs also continued to provide placements, the aim was to make 1600 placements available to young people within the County each year. JF had organised an official launch of the project for September. NE noted that the project had caught the attention of National colleagues as an example of best practice and that the Minister for Family Support, Housing and Child Maintenance had shown an interest in the work and would be invited to the launch. AB said that it was important to note that employment was one of the issues that members of the Youth Assembly had been concerned about and DE explained that the College works closely with them.

KJ noted that he would like to look at making work experience placements more sustainable in the long term to fill 'spaces' within public sector organisations and DE explained about Pembrokeshire College's relationship with Hywel Dda which operated along similar lines by identifying areas where there were staff shortages. NP also outlined

a current Welsh Government programme to work with young people from deprived areas and offer them work experience placements. SL also noted that funding had been made available to work with the communities of Hubberston and Hakin, where a need had identified for more work around employment and training opportunities and to encourage those living in the area to access more of the support available to them.

Climate Change – AW said that the amount of support that the sub-group has received has been positive and that the Climate Change risk assessment that she had reported on at the last PSB meeting would soon be available for partners to consider. The information in the risk assessment would then be used to engage with communities. She noted that work of the sub-group was also closely linked with the Carbon Neutral project.

Doing Things Differently – NE outlined the work around establishing community hubs that was currently being led by Health colleagues. He also noted that there were other elements within the Plan linked to this Workstream that had not yet been explored and that the PSB would need to discuss these in more detail at some point. AB noted that work to engage with communities had been ongoing for the last year and had helped to link wider partners and communities to the Health Board's transformation programme and 20 year strategy for health and social care to how services might look in the future.

Communities Projects – this brought together the three Workstreams of Community Participation, Understanding Our Communities and Meaningful Community Engagement. PLANED were currently leading on some excellent work with the Community Wellbeing and Resilience Project which had been recognised by the Children's Commissioner for Wales. IT noted that a key part of the project was the collaboration between PLANED, PAVS and other partners, with individual communities. The Community Wellbeing and Resilience project was initially focused on 12 communities however it was hoped that this could be rolled out to all communities to give them greater sustainability going forward. SL noted that there was a lot of work going on but there was much more that could be done and she was hopeful that some of the projects put forward to Welsh Government for funding from the Regional Transformation fund will be successful so that work with communities could be expanded.

Involving and listening to young people – NE noted that this section had been written from the perspective of Jade and Bethany Roberts and the work they are doing as part of the Youth Assembly at a local and national level. It also included some of the information that they gave when they had presented to the PSB in February 2019. The second part of the section outlined the discussions held when the TJ met with the Youth Assembly in March of this year.

Pride in Pembrokeshire – This was noted as an innovative way of engaging with and supporting communities and a way of recognising the many community groups in Pembrokeshire who undertake some fantastic work in their local areas. SL noted that PAVS administer the programme on behalf of the PSB and there was now a portfolio of case studies and examples of what local groups are doing in their communities. She queried how the PSB could do more to promote the initiative in order to encourage additional communities to get involved. She said that in her experience winners are always very grateful for the £200 award and proudly display their certificates

Regional Working – Another area that the PSB can be proud of in terms of their contribution and leadership. It was noted that Pembrokeshire PSB hosted the first regional event in 2018. Since then there had been further developments with RPB

involvement and a second joint event involving PSBs from Pembrokeshire, Ceredigion, Carmarthenshire and Powys and the RPB had been held in June, showcasing additional regional work that can be taken forward.

NE noted that the section looking back on the past year and forward to the year ahead had been put together by SL. Looking forward, SL noted that the PSB had made a good start with implementing the Plan, but needed to engage better, encourage people to get more involved and promote the work of the PSB more effectively. She said that she would like the PSB to look at transport, which was an area where there have been issues for many years and it was noted that this was something that could be looked at the workshop in September.

Next steps – NE noted that the report would need to be published around mid-July, therefore any comments on the draft report should be returned to NE by 5th July. A discussion was needed about how the report would be promoted on partner websites. NE said that the report would be web hosted so would not be printed. SPJ noted there were new arrangements for scrutiny of the PSB through a Partnerships Panel and suggested that the Board should consider developing an evaluation/measurement tool for the future to show the difference the plan has made. TJ said that this would be something to pick up next year or year after once the projects and Workstreams had become more well- established. KJ asked whether it would be possible to produce the report in easy read format. NE said that he would look into producing a version in an easy read format. SL noted that Pembrokeshire People First and Barod would be launching a service to produce documents in easy read format although there will be a cost to this.

ALL

NE

Partners noted that the first PSB Annual report was an engaging report. It was suggested that small print run should take place so that hard copies could be placed in communities though this would have cost implications. A possible presence at the County Show in August was also suggested and TJ suggested a press release or presence at community events hosted by PLANED, PAVS, or Community Councils to promote the report. IT noted that the PLANED Annual conference would be held in August and that he was more than happy to promote the report at this event. APe said that she aware of some software that can pull headline information into an infographic format which could then be printed as a single page to draw attention to the report. She would share the software link with NE.

APe

5. Pembrokeshire Youth Assembly response to meeting with the Chair

TJ outlined the background to the meeting which had resulted in the Youth Assembly producing a series of comments and suggestions aligned to the Plan priority areas. In view of this he thought it prudent to invite a representative of the Youth Assembly to attend the workshop session in September. AW also suggested that Chairs of the various sub-groups should respond to their suggestions on an individual basis and engage directly with them.

NE

Partners agreed that it would be a good idea to involve the Youth Assembly in the workshop. NE said that having spoken to the Young People's Rights Office within the Local Authority, there was real value in young people getting involved in the actual work of sub-groups. TJ said that the onus would be on project leads to provide a response to the Youth Assembly's comments and suggestions and that responses should also be shared with all PSB partners.

**All
project
leads**

6. Foster Friendly Employers

Anthony Maynard, Head of Children's Service and Darren Mutter, Service Manager, Children in Care outline the purpose of the Foster Friendly Employers initiative to support foster carers in Pembrokeshire and to try and make their roles as foster carers easier by extending the amount of annual leave available to them. DM provided some background and context, including details of the foster carer recruitment process in Pembrokeshire and support currently offered to foster carers.

KJ noted that a similar initiative had been introduced in the Fire Service in May following the initial presentation to the PSB by IW in February 2019. AB said that the Health Board had also looked at how they could enhance the arrangements already in place. She asked whether the PCC policy could be shared and whether there were any general figures about the numbers of foster carers in Pembrokeshire. DM said that he was happy to go back and check whether PCC's policy could be shared. He said that there were around 70 households providing in-house foster care (i.e. employed by the Local Authority) but that there were also independent foster carers within the County. AW updated on the national NRW policy in relation to foster carers and noted that she has asked for NRW's HR Department to look at the PCC policy. She asked AM whether he was aware of any other PSBs that were looking at anything similar. AM said that he was aware that colleagues in Ceredigion and Carmarthenshire were looking into a similar initiative. SL asked whether partners should be distinguishing between in-house and independent foster carers if offering additional support. AM replied that he would not want any foster carer to lose out on an opportunity to get additional support.

DM/LR

7. WAO Local Government Study Call for Evidence: Review of Public Service Boards (PSBs) and the effectiveness of partnership working

SPJ noted the growth of partnership working over the past few years but that there had been very little evaluation of partnership working and the value it brings. He said that the piece of work being undertaken by the WAO was therefore timely. A project brief for the study was included in the agenda pack and focused on the effectiveness of partnership working, particularly PSBs. It also set out the background and purpose of review and what it hopes to achieve. The WAO intend to produce a self-evaluation toolkit as a result of the study and from this PSBs would have knowledge of the benefits around what works and what doesn't work alongside comparative studies of partnership working in England in Scotland in addition to the opportunity to attend a good practice workshop later in the year.

AB noted that the Health Board have submitted a response, highlighting concerns around doing things multiple times and the benefits of more regional working. They had also noted a lack of profile at a national level on the work of PSBs compared to RPBs. She said that she was also aware of another review of strategic partnerships which was ongoing by Welsh Government and the WLGA with a response date of 5th July and noted the crowded landscape of reviews of partnerships arrangements at the current time.

MP said that the RPB response will echo some of AB's comments and in particular the benefits of collaboration with PSBs and partners. SL also noted the confusion in the WAO document around the roles of PSBs and RPB which she said comes through in the questions being asked.

KJ said that the Fire Service had also responded. AW noted that there was little reference to community or environmental wellbeing and that the brief had not reflected the requirements of WCFG Act or that work will take time to develop. APe said that it was important to retain a balance between what can be done regionally whilst ensuring that there is local delivery. SPJ noted that the report would be available sometime in the Autumn.

8. Feedback from SWW PSB regional event

TJ thanked Carmarthenshire for organising the event held on 7th June. Partners noted that it had been a useful event and had helped to highlight areas of synergy between PSBs and the RPB, alongside the importance of keeping the citizen at centre of the PSB's work.

9. AOB

APh gave a brief update on behalf of JF on the Recruitment and Employment Project. The next meeting of the delivery group would be held on 31st July when representatives from the Youth Assembly will attend. JF had asked that all PSB members ensure that they send representatives to attend and that those that attend are at the right level (operational not strategic). As discussed earlier, the Minister for Family Support, Housing and Child Maintenance will attend the official launch of the Project in september.

APh also noted that there had been a recent case of modern slavery in the County and she requested that partners look at setting up a sub-group to determine approach for any future cases. SPJ suggested that this was an item that the Community Safety Partnership could consider before feeding back to the PSB, however, RE noted that the DP area already held regular strategic meetings around Modern Slavery which DWP colleagues can be invited to and that there were processes in place which are well established and there was therefore no need to duplicate this work.

AW asked partners whether they would like a session on NRW's Carbon Positive project at the next meeting and how organisations can start to look at reducing their own carbon footprints. It was agreed that this would take place at the next meeting.

**NE for
agenda**

NE noted that the Partnerships Panel had been mentioned earlier and that a review of scrutiny structures had recently taken place in the Council which partners may not be aware of. The Partnerships Overview and Scrutiny Committee had now been disbanded following approval from Council in May and responsibility for scrutiny of the PSB would now rest with the Corporate Overview and Scrutiny Committee. A Partnerships Panel would be set up as a sub-group of this committee. This was currently still in the planning phase, but the group would be made up of Chairs and Vice Chairs of all the Overview and Scrutiny committees. The first meeting would take place in the autumn and the Panel would meet a couple of times a year. He reminded partners that they would have the power to call in any member of the Board to be scrutinised in relation to their contribution to the work of the PSB.

The meeting ended at 12.00pm.