



City and County of Swansea

Notice of Meeting

You are invited to attend a Meeting of the

Swansea Public Services Board - Partnership Group

At: Committee Room 2 - Civic Centre, Swansea
On: Tuesday, 17 July 2018
Time: 12.30 pm
Chair: Councillor Rob Stewart

Agenda

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|----------|--|----------------|
| 1 | Welcome & Apologies for Absence. | |
| 2 | Disclosures of Personal & Prejudicial Interest.
www.swansea.gov.uk/disclosuresofinterests | |
| 3 | Minutes.
To approve and sign the Minutes of the previous meeting(s) as a correct record. | 1 - 4 |
| 4 | Public Questions. | |
| 5 | Green Infrastructure (Natural Resources Wales).
<i>Peter Jordan</i> | 5 - 8 |
| 6 | First 1000 Days Collaborative.
<i>Amy McNaughton</i> | 9 - 15 |
| 7 | Action Planning Update.
<i>Suzy Richards</i> | 16 - 24 |
| 8 | Good Practice for BCC.
<i>Phil Roberts</i> | 25 |

- 9 Correspondence.** **26 - 40**
- Welsh Language (Menter Iaith);
 - Older People Commissioner;
 - Support Letter – Academi Wales;
 - Community & Town Councils;
 - Swansea University;
 - Equality, Local Government & Communities Committee Inquiry.

- 10 For Information:** **41 - 59**
- Minutes of the PSB Core Group meetings held on 10 May and 25 June 2018;
 - Swansea's Assessment of Local Well-being: 2018 Update.

Next Meeting: Tuesday, 4 September 2018 at 12.30 pm

Huw Evans

Huw Evans
Head of Democratic Services
Tuesday, 10 July 2018

Contact: Democratic Services - (01792) 636923

Swansea Public Services Board – Membership

Statutory Members (Core Group and Partnership Group)

Councillor Rob Stewart (Chair) – <i>Leader, Swansea Council</i>
Andrew Davies (Vice Chair) – <i>ABMU LHB</i>
Councillor Jan Curtice - <i>Mid & West Fire and Rescue Service</i>
Martyn Evans, <i>Chief Executive – Natural Resources Wales</i>
Phil Roberts - <i>Chief Executive, Swansea Council</i>

Designated Representatives:

Sian Harrop-Griffiths, <i>Chief Officer – ABMU LHB</i>
Roger Thomas, <i>Assistant Chief Fire Officer - Mid & West Wales Fire & Rescue Service</i>

Invited Participants (Core Group and Partnership Group)

Karen Cornish – <i>Welsh Government</i>
Martin Jones - <i>Chief Superintendent, South Wales Police</i>
Amanda Carr - <i>Swansea Council for Voluntary Service</i>
Alun Michael – <i>Police and Crime Commissioner</i>
Chris Sivers - <i>Safer Swansea Partnership</i>
Bonnie Navarra - <i>Police and Crime Commissioner South Wales Police</i>

Invited Participants (Partnership Group)

Clive Lloyd - <i>Deputy Leader, Swansea Council</i>
Mark Child - <i>Cabinet Member for Care, Health & Ageing Well, Swansea Council</i>
Andrea Lewis - <i>Cabinet Member for Homes & Energy, Swansea Council</i>
Jen Raynor - <i>Cabinet Member for Children, Education Improvement, Learning & Skills, Swansea Council</i>
June Burtonshaw / Mary Sherwood - <i>Cabinet Member for Better Communities, Swansea Council</i>
Erika Kirchner – <i>Councillor, Swansea Council</i>
Eirian Evans - <i>National Probation Service</i>
David Bebb - <i>Wales Community Rehabilitation Company</i>
Sandra Husbands, <i>Director of Public Health, Abertawe Bro Morgannwg Public Health Team</i>
Hilary Dover - <i>Planning Group</i>
Raymond Ciborowski - <i>Swansea University</i>
Jane Davidson / Anna Jones - <i>University of Wales Trinity Saint David</i>
Mark Jones - <i>Gower College Swansea (Principal)</i>
Sarah King - <i>Gower College Swansea (Director of HR)</i>
Jayne Brewer - <i>Gower College Swansea (Head of Employer Development)</i>
Matthew Bennett - <i>Job Centre Plus</i>
Hywel Evans - <i>Regional Business Forum</i>
Keith Baker - <i>Swansea Economic Regeneration Partnership</i>
Philip McDonnell - <i>Swansea Environmental Forum</i>
Mike Phillips - <i>Research Group</i>
To be confirmed - <i>DVLA</i>
To be confirmed - <i>Swansea Learning Partnership</i>



City and County of Swansea

Minutes of the Swansea Public Services Board - Partnership Group

Committee Room 3A - Guildhall, Swansea

Tuesday, 20 March 2018 at 12.30 pm

Present: Councillor R C Stewart (Chair) presided

Kate Cassidy, Job Centre Plus
Karen Cornish, Welsh Government
Jan Curtice, Mid & West Wales Fire & Rescue Service
Andrew Davies, ABMU LHB
Eirian Evans, National Probation Service
Hywel Evans, Regional Business Forum
Sian Harrop-Griffiths, ABMU LHB
Anna Jones, University of Wales Trinity St. David
Daniel Jones, South Wales Police
Martin Jones, South Wales Police
Pete Jordan, Natural Resources Wales
Erika Kirchner, Swansea Council
Andrea Lewis, Swansea Council
Clive Lloyd, Swansea Council
Philip McDonnell, Swansea Environmental Forum
Amy Richmond, Mid & West Wales Fire & Rescue Service
Phil Roberts, Chief Executive, Swansea Council
Mary Sherwood, Swansea Council
Chris Sivers, Swansea Council
Roger Thomas, Mid & West Wales Fire & Rescue Service

Also Present:

Kate Jones, Swansea Council
Suzy Richards, Swansea Council

Apologies for Absence

June Burtonshaw, Swansea Council
Amanda Carr, Swansea Council for Voluntary Service
Mark Child, Swansea Council
Raymond Ciborowski, Swansea University
Jane Davidson, University of Wales Trinity St. David
Hilary Dover, Planning Group
Helen Matthews, Job Centre Plus
Bonnie Navarra, South Wales Police

35 Disclosures of Personal & Prejudicial Interest.

In accordance with the Code of Conduct adopted by the City and County of Swansea, no interests were declared.

36 Minutes.

Agreed that the Minutes of the Swansea Public Services Board Partnership Group meeting held on 16 January 2018 be approved and signed as a correct record.

37 Public Questions.

There were no public questions.

38 Approval of the Local Well-being Plan.

Suzy Richards, Swansea Council, presented the Swansea Public Services Board Local Well-being Plan "Working Together to Build a Better Future".

She explained that the Local Well-being Plan had been agreed at the Swansea Public Services Board Core Group Meeting on 9 March 2018. The Plan was currently with each of the Statutory Partners for their own organisational sign off.

It was noted by the Board that the timescales between the Consultation ending and agreeing the Plan had been very tight.

The Plan was required to be published by 4 May 2018.

Agreed that the Swansea Public Services Local Well-being Plan approved at the Swansea Public Services Board Core Group meeting on the 9 March 2018 be noted.

39 Local Well-being Action Plan & Implementation.

Suzy Richards, Swansea Council, noted that in addition to the Swansea Public Services Board Well-being Plan, which contained some high level actions, a more detailed action plan would be required.

She advised the Board of the proposed method for producing the action plans. Each of the Four Statutory Partners would lead on one of the four objectives set out in the Plan. Where there were Objectives where collaborative working already existed, namely Objectives 1-3, those existing groups would be utilised to develop an action plan for each of those objectives. In respect of Objective 4 – Strong Communities it was proposed that a Steering Group be set up to develop and agree an action plan.

The next stage would be to identify the Objective Leads and set up the Steering Group for Objective 4 - Strong Communities. It was noted that whilst there would be separate Objective Leads it was still critical that everyone contributed to all of the objectives.

A discussion ensued regarding the timescales for the production of action plans. There was to be a balance between allowing sufficient time to produce quality plans and maintaining momentum and progress.

The Board expressed concern regarding the duplication of work, particularly for those members who were involved in numerous Well-beings Plans. It was important for the Board link in with work already ongoing.

It was acknowledged that many people had engaged with the Consultation. To maintain their interest, it was important to continue engaging with the public and informing them of the progress of the Well-being Plan and its associated timelines.

A discussion ensued regarding Local Government – Regional Joint Working in Wales and what impact this would have on the Public Services Board.

The Board thanked Suzy Richards and Penny Gruffydd for their work and commitment.

Agreed that the comments on the Action Plan and Implementation be noted.

40 Communication & Publication of the Local Well-being Plan.

Suzy Richards, Swansea Council, stated that the Statutory Version of the Plan would be published on 4 May 2018 along with a short consultation response document. This would be followed by a more detailed consultation report at a later date. The Plan would be published on the Board's website and will be circulated to the Board in order for members to publish the Plan on their own websites.

It was noted that multiple versions of the Plan would be available: -

- The Statutory Version
- A Youth Version (to be renamed to a more inclusive name - e.g. easy to read / universal / accessible version)
- An Easy Read Version
- A Screen Scan version for the visually impaired

Not all versions would be available by the 4 May 2018. In the future there was also the possibility to explore working with students to develop a Short Video Version for use on Social Media.

There had been a lot of positive feedback on the 'Youth Version' which was the preferred version of many. A discussion ensued regarding the various versions, graphics and the most appropriate version to publish. It was agreed while the Statutory Version would remain the full technical document, users would be directed to the renamed 'Youth Version' as 'our front door'. In addition it was proposed that a 'summary sheet' of key messages, no longer than two pages, be put together to get across the key messages at a glance, especially on the front line.

There was a brief discussion on approaches to promoting the key messages on the front line.

Agreed that the comments be noted.

41 Regional Funding Bid 2018/19 Update.

Chris Sivers, Director of People, Swansea Council provided an update on the Regional Funding Bid 2018/19. Welsh Government funding had been approved for Public Service Boards for 2018/19 on a regional basis, following the Local Health Board footprint.

A joint bid for the region had been submitted for: -

- Approximately £15,000 to develop approaches surrounding 'Easy Read'
- Approximately £40,000 to fund the existing staff in each Local Authority (Bridgend, Neath Port Talbot & Swansea) to continue to co-ordinate the relevant Public Service Boards.


Agreed that the update be noted.

The meeting ended at 1.35 pm

Chair

Working with nature

A thriving natural environment provides many benefits to society, improving well-being and sustainable economic prosperity throughout the county. Swansea's network of varied and attractive landscapes and wildlife habitats, including its coastline, uplands, woodlands, rivers and wetlands, and its urban parks and gardens, make it one of the greenest counties in the UK.



Swansea Wellbeing plan Objective (III)

In Swansea we will work with nature to...

- Improve health and wellbeing
- Maintain and enhance biodiversity
- Improve our knowledge and understanding of our natural environment
- Reduce our carbon footprint

How will we do this?

Working with nature can mean many things, from enhancing our Green Infrastructure in the city to working at a catchment scale.

The steps we are all working to are detailed in the wellbeing plan

Green Infrastructure is a theme that came through strongly from the public consultation




GREEN INFRASTRUCTURE OPPORTUNITY MAPPING AND MULTI-SCALE DELIVERY PROJECT

- To achieve the steps/actions in the wellbeing plans
- Set up as multi organisation partnership approach
- Project includes PSB areas of Bridgend and Neath Port Talbot
- Welsh Government funding – £90k



GI opportunity mapping and multi-scale delivery project


1. Mapping
 - o Listing GI assets
 - o Demand mapping
 - o GI Opportunity maps
2. Engagement and Involvement with local communities and partners
3. GI design
4. Delivery on-the-ground of GI initiative/infrastructure
5. Case studies and awareness raising describing how GI can improve wellbeing
6. Share the learning across PSBs



Swansea – Ward scale mapping of GI opportunities

NPT – Focussed on Port Talbot to identify new opportunities for multi-benefits for air quality and noise pollution

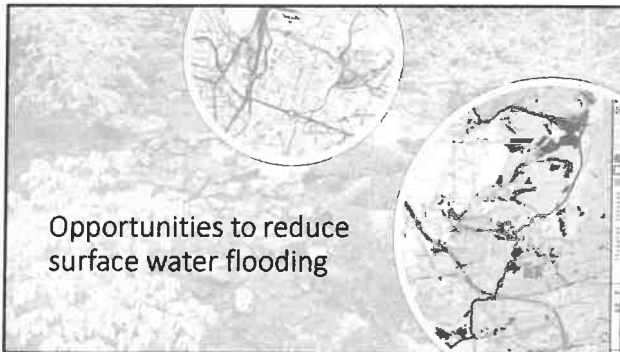
Bridgend - Large scale mapping of tree planting opportunities





GI to reduce Air Pollution

Welsh Government suggest the cost of poor air quality across the UK is calculated to be £20billion/year . Good quality GI will help people to get outside, reduce temperatures and mitigate poor air quality.



Opportunities to reduce surface water flooding



Access to open greenspaces

Low income areas and disadvantaged areas benefit from quality housing, and education, health, and food access to good quality green spaces. The Department for Communities and Local Government (DCLG) has published a report on the benefits of green spaces in a disadvantaged area. A report which suggests that in the most disadvantaged areas there should be a minimum of 10% of the area covered with the greenest space.



Next Steps:

Project:

- Award contract for engagement/facilitation phase
- Award contract for GI design phase
- Delivery on-the-ground
- Share learning

Working with nature objective:

- WMN group
- Embedded within organisations
- Work with partners to explore GI opportunities



Cymru Well Wales

First 1000 Days Collaborative Cydwethrediaeth y 1000 Diwrnod Cyntaf

PARTNERSHIP AGREEMENT

This Partnership Agreement records the commitments made between:

- Swansea Public Services Board
and
- the First 1000 Days central programme team

1. Swansea Public Services Board

The Swansea Public Services Board (PSB) is a member of the First 1000 Days (F1000D) Collaborative, and commits to the principles of Cymru Well Wales:

- Acting today to prevent poor health tomorrow
- Improving wellbeing by harnessing activity and resources to amplify our collective impact
- Thinking and working differently to tackle health inequalities
- Empowering our communities in all that we do
- Learning from others to design innovative action for the future

As a member of the F1000D Collaborative, Swansea PSB is committed to:

- building a local coalition of multiagency partners who represent the first 1000 days system in the Swansea area
- building a joint understanding of the current first 1000 days system
- identifying, testing and evaluating service based quality improvement and system changes
- sharing learning from Swansea with the F1000D central programme team and other members of the Collaborative

2. First 1000 Days central programme team

The F1000D central programme team makes a commitment to Swansea PSB and other Collaborative partners to provide:

- assistance with promoting the importance of the first 1000 days with key partners and local influencers
- support with getting started, including jointly hosting a System Engagement Event, and guidance for establishing a Local Collaborative Group
- access to a national Collaborative Network to share learning and identify collective priorities for influencing policy and practice
- opportunities to bid for small grant funding to help enable tests of local improvement activity
- priority access to national First 1000 Days learning events and training opportunities
- guidance and support for evaluation and measuring impact
- opportunities for partners to contribute to identifying research priorities and to be actively involved in the development and dissemination of the evidence base within the first 1000 days
- facilitation of a collective voice for influencing across the first 1000 days system nationally

3. Signed agreement

Signed on behalf of Swansea PSB by the PSB Chair:

Name:

Position:

Organisation:

Email:

Tel:

Date:

Signed on behalf of the F1000D central programme team:

Name:

Position:

Organisation:

Email:

Tel:

Date:

The First 1000 Days Collaborative
Swansea PSB Partnership Group
17 July 2018
Amy McNaughton
Public Health Consultant, Public Health Wales
Amy.McNaughton@swales.nhs.uk
CymruWellWales

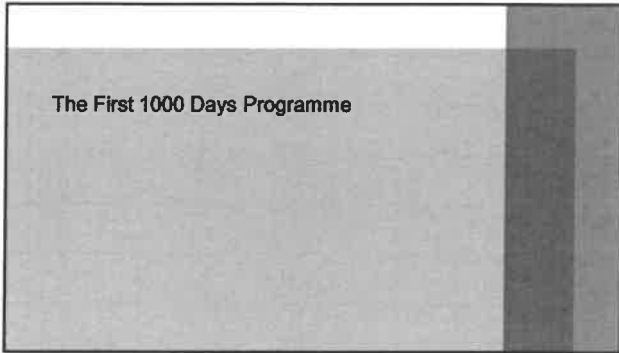
Lifelong impact

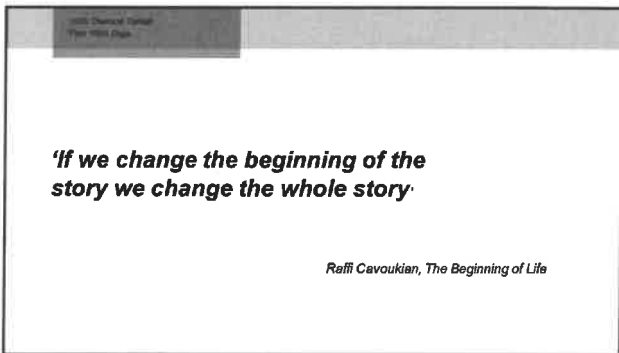
Adapted from *Making a Difference* (Public Health Wales, 2015)

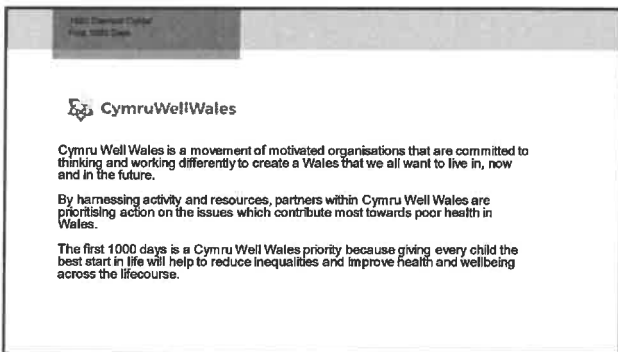
Return on investment

The Heckman curve: investment in the early childhood years brings returns in terms of human capital

Adapted from Heckman 2008






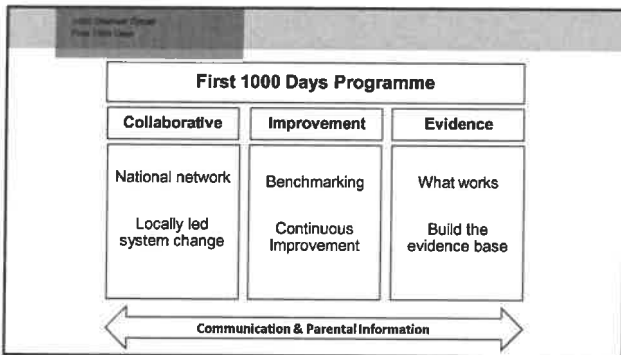




First 1000 Days

The First 1000 Days Programme is working to achieve three outcomes:

-  Optimal outcome from every pregnancy for mother and child
-  Children achieve their developmental milestones at age 2
-  Children are not exposed to multiple adverse childhood experiences in the first 1000 days



The First 1000 Days Collaborative





1000 Directed Grant
First 1000 Days

Joining the Collaborative includes the following opportunities and benefits:

- Assistance with promoting the importance of the first 1000 days with key partners and local influencers
- Support with getting started, including jointly hosting a System Engagement Event, and guidance for establishing a Local Collaborative Group
- Access to a national Collaborative Network to share learning and identify collective priorities for influencing policy and practice
- Access to small grant funding to help enable tests of local improvement activity
- Contribute to and influence the development and testing of nationally produced public information
- Priority access to national First 1000 Days learning events and training opportunities
- Guidance and support for evaluation and measuring impact
- Contribute to identifying research priorities and to be actively involved in the development and dissemination of the evidence base within the first 1000 days
- Be part of a collective voice for influencing across the first 1000 days system nationally

1000 Directed Grant
First 1000 Days

Local areas that join the First 1000 Days Collaborative commit to:

-  Build a local coalition of multi-agency partners who represent the first 1000 days system in your area
-  Identify, test and evaluate service based quality improvement and system changes
-  Build a joint understanding of the current first 1000 days system
-  Share your learning with the central team and other members of the Collaborative

1000 Directed Grant
First 1000 Days

Next Steps for the Collaborative

- Building the F1000D Collaborative
- Launching the F1000D Network
- Raising awareness of priority risk and protective factors
- Responding to adversity in the F1000D
- Local area grants – round 2
- Understanding our impact

Thank You

Further Information

If you have any questions on the F&E 1000
Over Collaboration, please contact the
contact team:
f1000@wales.nhs.uk



Public Services Board - Partnership – 17 July 2018

Action Planning Update

Purpose:	To update partners of current progress and potential risks in action planning development
Link to Well-being Objective:	Cross cutting
Recommendation(s):	It is recommended that: 1) All Partners encourage their representatives to help progress the action plan.

1. Introduction

- 1.1 In order to deliver the Local Well-being Plan's Local Well-being Objectives, action planning is taking place to identify specific actions, outcomes and outputs.
- 1.2 The PSB has a legal obligation to take all reasonable steps to meet these objectives. An Annual Report is required to set out the 'steps' taken since publication of the Local Well-being Plan within 14 months of publication. Distance travelled towards an objective rather than specific outputs on an annual basis is an acceptable method of demonstrating progress.
- 1.3 In addition, population level progress in relation to national indicators and other relevant outcomes that are identified within the measurement framework developed by the PSB will be published. This includes "where they have been set, the performance indicators and standards for public service boards" referenced in statutory guidance.

2. Progress to date

- 2.1 Snapshot on July 3rd 2018
 - a) Early Years
This group has met in June and has produced a draft action plan. It is already working to deliver projects reportable in the Annual Report.

- b) **Live Well, Age Well**
This group met in June and has produced a draft action Plan. It is already working to deliver projects reportable in the Annual Report.
- c) **Working with Nature**
This group met on July 2nd. More information was not yet available at the time of writing.
- d) **Strong Communities**
This group met in June and has involved partners not previously engaged with the PSB. An extensive list of broad actions has been produced which will need to be focused into SMART actions.
- e) **Sharing for Swansea**
These disparate cross cutting sections do not currently have an Objective Lead and minimal information has been received relating to activity.

2.2 The following table identifies each of the 20 steps and their status on 3 July 2018 – It should be noted working with Nature has met on 2nd July so information is not yet available. A verbal update on current status will be made at the meeting as many issues may have been addressed by this time.

- Green signifies information is adequate
- Amber signifies initial information has been submitted but needs to be clarified /refined
- Red signifies areas which require addressing at a minimum with a sense of urgency

No	Steps we will take	Lead	Support Orgs	Existing projects	Consultation	SMART Action	Outputs/miles tones /deliverables	Outcomes	Resource /budget agreed	Links	Welsh	Co-pro
18	<i>Developing People and ways of working</i>											
19	<i>Understanding one another's priorities and context</i>											
20	<i>Developing Swansea as a Human Rights City</i>											

2.3 Potential issues Identified

- Ideally each action would address all areas highlighted for consideration.
- Specific Leads are not always assigned to specific actions (to improve communication and accountability).
- Delivery partners frequently have no formal link to the PSB and may remain unaware that there is a connection.
- Few actions consider consultation feedback.
- Few actions formally state budget and resource have been agreed – they are potentially therefore aspirations not actions.
- A common issue is addressing the step as a whole rather than addressing each action individually (again this can result in less accountability and clarity).
- It has been requested by the Core Group that delivery groups consider existing best practice/projects across the region at the action planning stage.
- While information on some areas e.g. Welsh language, any co-productive activity are not needed until reporting takes place it would be useful and perhaps improve the level of activity if this is considered at this stage.
- Outcomes refer to pertinent population and outcome based measures which the Research group can use to inform their development of a Measurement framework in September.

3. Next steps/ Actions

- 3.1 Partners are thanked for their contributions to date and asked to continue to support the action planning process so sign off can be achieved by Autumn 2018.

Report Author: Suzy Richards

Organisation: Swansea Council

Appendices: Appendix A - Action Planning Check list

Guidelines for Action Planning

Considerations	How this applies to each action
Who will leading on the action?	
Who will support delivery of the action?	
Identify/contact any existing similar projects to help in developing or implementing actions to avoid duplication (in Swansea or across region or for best practice elsewhere)?	
The consultation identified a number of potential actions, please ensure you consider and highlight if any of these ideas help in developing the action?	
Identify new actions or/and actions within (or which are) your own Plans which work towards the steps, maximise contribution to the seven well-being goals and align with the five ways of working?	
Please identify deliverables, outputs or key milestones?	
Please signpost any specific population level measures which should inform the development of a population level measurement framework?	
Please identify what resources or budget is required and agree how this will be met before finalising Objectives?	
Consider if and how the action links to any other steps (see 'Making the Connections' table in the Plan). This will strengthen delivery and later reporting.	
Consider promotion of Welsh Language & Culture	
Consider how a co-productive approach could be adopted	

Considerations for groups developing the Local Well-being Plan's Action Plans

Remember please keep the long term outcome in mind while designing short term actions and where a preventative approach can help.

Actions should ideally be SMART where possible, although not all actions will be completed in 1, 2 or even 3 years, reporting progress or distance travelled towards the action should be possible on an annual basis (linking to goals and ways of working)

Objective Leads are primarily responsible for co-ordinating the Action Plans although some are also experts in their area. The action plans are collated and outcomes reported via the Objective leads.



Public Services Board - Partnership Meeting – 17 July 2018

Good Practice for Bcc

Purpose:	Reminder on use of Bcc.
Link to Well-being Objective:	Cross-cutting
Recommendation(s):	It is recommended that: 1) That the PSB agree/ formalise the use of Bcc in email

1. Introduction

As a matter of good practice, it has been brought to our attention the use of the Bcc field in email. Bcc is a useful tool to ensure recipients are not identified.

2. Main body of report

As we have regular PSB meetings involving the same groups of individuals and you want to be able to exchange emails by using “reply all” then it would be advisable if everyone agrees to this in the meeting today and for it to be formally recorded in the minutes.

This would also include if you are organising an event or external meeting with multiple stakeholders and prior approval has not been given, then always put email addresses in the BCC field so they cannot be identified/seen by others.

3. Next steps/ Actions

- a) to be in agreeance of the use of Bcc

Report Author: Leanne Ahern

Organisation: Swansea Council

Agenda Item 9

Annwyl gydweithiwr,

Mewn cyfarfod diweddar Fforwm Strategol Iaith Gymraeg Abertawe a Chastell-nedd Port Talbot, gofynnodd y Fforwm estyn gwahoddiad i chi a'ch corff i ymuno â ni yn ein hymdrechion i hyrwyddo'r Gymraeg ar draws y ddwy sir.

Rwyf wedi amgáu cylch gorchwyl y Fforwm i chi gael deall nod y Fforwm.

A wnewch chi roi gwybod i fi os byddwch yn fodlon ymuno â'r Fforwm neu ddirprwyo rhywun arall i gynrychioli'ch sefydliad? Cynhelir y cyfarfodydd yn y Gymraeg felly bydd angen i'r sawl a fynychir fedru'r Gymraeg.

Diolch am eich sylw a gobeithiaf glywed gennych yn fuan.

Dear colleague,

At a recent meeting of the Swansea and Neath Port Talbot Strategic Language Forum, the Forum requested to extend an invitation to you and your organisation to join us in our efforts to promote the Welsh language across the two counties.

I have included the terms of reference for you to understand what the Forum aims to achieve.

Would you be so kind as to let me know whether you would be willing to join us on the Forum or delegate someone else to represent your institution. The meetings are held in Welsh so the attendee will have to be able to converse in Welsh.

Thank you for your consideration and I hope to hear from you soon.

Dean Baker
Menter Iaith Abertawe

Owain Glenister
Menter Iaith Castell Nedd Port Talbot

**Fforwm Iaith Strategol Siroedd Abertawe a Chastell-nedd Port Talbot
Cynllun gweithredu ar gyfer cyrraedd Strategaeth y Gymraeg 2050.**

Yn adrodd i: Llywodraeth Cymru
Yn cwrdd: 4 gwaith y flwyddyn
Gwerthuso: Bydd angen gwerthuso'r Cylch Gorchwyl erbyn Medi 2018
Cyfarfod cyntaf: Medi 21^{ain} 2017

Aelodaeth o dan ystyriaeth

Menter Iaith Abertawe
Menter Iaith Castell-nedd Port Talbot
Cyngor Dinas a Sir Abertawe
Cyngor Bwrdeistref Sirol Castell-nedd Port Talbot
Cymraeg i Blant
Mudiad Meithrin
Urdd Gobaith Cymru
Ysgol Gyfun Ystalyfera
Ysgol Gyfun Bryntawe
Ysgol Gyfun Gŵyr
ERW
Coleg Gŵyr
Grŵp Colegau NPTC
Prifysgol Abertawe
Coleg Cenedlaethol Cymru
Prifysgol Cymru: y Drindod Dewi Sant
Academi Hywel Teifi
Tŷ Tawe
Tŷ'r Gwrhyd
Clybiau Gwawr
Merched y Wawr
Llywodraeth Cymru
Bwrdd Iechyd PABM / ABMU
Heddlu De Cymru
Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru
Y Bwrdd Gwasanaethau Cyhoeddus
RHAG
Partneriaeth Bae'r Gorllewin
Dysgu Bae Abertawe
Cyngor Gwasanaethau Gwirfoddol Abertawe
Cyngor Gwasanaethau Gwirfoddol Castell-nedd Port Talbot
Cymdeithas yr Iaith Gymraeg
Dyfodol yr Iaith
Swyddog Busnes y Mentrau
Ysgolion ail iaith

Nod

Bydd y Fforwm Iaith yn fan canolog i gyd-gynllunio ar lefel strategol a rhannu gwybodaeth a gweithio mewn partneriaeth ar weithgareddau, prosiectau a chyfleoedd gan grwpiau aelodaeth y fforwm. Wrth gydweithio, byddwn yn osgoi dyblygu ac yn cyd gynllunio er mwyn cyrraedd y nod, gan rannu arfer dda a chefnogi gwaith ein gilydd er mwyn atgyfnerthu'r Gymraeg o fewn cymunedau Siroedd Abertawe a Chastell-nedd Port Talbot.

Cylch gorchwyl

Cyfrifoldeb am ddatblygu a gweithredu strategaeth ar gyfer datblygu a chynnal gweithgareddau a gwasanaethau cyfrwng Cymraeg fel a ganlyn:

- Cynllunio a gweithredu polisi a gweithdrefn cydweithio sirol, traws ffiniol a rhanbarthol mewn perthynas â'r iaith Gymraeg;
- Partneriaid unigol i adrodd yn ôl i'w grwpiau/pwyllgorau lleol am yr hyn sydd yn cael ei drafod yn y cyfarfodydd;
- Hysbysu partneriaid ac awdurdodau cyllido am faterion sydd yn codi o'r cyfarfodydd;
- Cydweithio gyda sefydliadau ac adrannau er mwyn normaleiddio a datblygu'r defnydd o'r Gymraeg.

Cyfarfodydd ac aelodaeth

Bydd y Fforwm Iaith yn cwrdd pedair gwaith y flwyddyn.

Bydd y cyfarfodydd yma'n cael eu cydlynu gan Fentrau Iaith Abertawe a Chastell-nedd Port Talbot.

Bydd croeso i unrhyw aelod wahodd y Fforwm i gwrdd yn eu lleoliadau hwy er mwyn rhoi cyfle i bawb ymweld â'r sefydliadau sydd yn cynnig darpariaeth drwy gyfrwng y Gymraeg.

Bydd y Fforwm yn estyn gwahoddiad i sefydliadau o fewn y sector cyhoeddus, preifat a gwirfoddol, sydd yn darparu gwasanaeth Cymraeg, sydd â diddordeb datblygu cyfleoedd Cymraeg neu sydd â dyletswyddau i ddarparu'r cyfleoedd yma, i ymuno â'r Fforwm.

Bydd rhestr gyfredol o aelodau'r Fforwm i'w gweld ar adran Fforwm Iaith ar wefannau Menter Iaith Abertawe a Chastell-nedd Port Talbot.

Anogir aelodau'r Fforwm i gynnwys dolen i'r dudalen hon o'u gwefannau hwy yn ogystal.

Bydd cynnwys agendâu'r cyfarfodydd yn hyblyg ac yn rhoi cyfle:

- i rannu arferion da;
- i weithio ar y cyd gyda phrosiectau lleol;
- i ymateb i faterion lleol ynghylch yr iaith Gymraeg gan aelodaeth y grŵp a'r cyhoedd ar y cyd;
- i gyfrannu'n adeiladol i strategaethau a pholisïau a fydd yn darparu cefnogaeth ac yn hybu defnydd o'r iaith Gymraeg bob dydd yng nghymunedau Abertawe a Chastell-nedd Port Talbot ac yn genedlaethol.

Cytunwyd ar y Cylch Gorchwyl hwn gan aelodau'r cyfarfod cyntaf ar _____

**Strategic Language Forum for the Counties for Swansea and Neath Port Talbot
An action plan to achieve the 2050 Welsh Strategy.**

Reporting to: Welsh Government
Meeting: 4 times a year
Evaluation: The remit will need to be evaluated by September 2018
First meeting: September 21st 2017

Membership under consideration

Menter Iaith Abertawe
Menter Iaith Castell-nedd Port Talbot
City and County of Swansea Council
Neath Port Talbot Borough Council
Cymraeg i Blant
Mudiad Meithrin
Urdd Gobaith Cymru
Ysgol Gyfun Ystalyfera
Ysgol Gyfun Bryntawe
Ysgol Gyfun Gŵyr
ERW
Coleg Gŵyr Swansea
NPTC Group of Colleges
Swansea University
Coleg Cenedlaethol Cymru
University of Wales: Trinity St David
Academi Hywel Teifi
Tŷ Tawe
Tŷ'r Gwrhyd
Clybiau Gwawr
Merched y Wawr
Welsh Government
ABMU Health Board
South Wales Police
Mid and West Wales Fire and Rescue Service
Public Service Board
RHAG
Western Bay Partnership
Welsh for Adults Swansea Bay
SCVS
NPT CVS
Cymdeithas yr Iaith Gymraeg
Dyfodol yr Iaith
The Mentrau Business Officer
Second language schools

Aim

The Language Forum will be a central hub for joint planning at a strategic level, and sharing information and partnership working on activities, projects and opportunities created by membership groups on the forum. Working together, we will avoid duplication and plan together to achieve our aim, by sharing good practice and supporting each other's work to strengthen the Welsh language within the communities of the counties of Swansea and Neath Port Talbot.

Terms of reference

A responsibility for developing and implementing a strategy to develop and maintain Welsh medium activities and services as follows:

- Plan and implement a county, cross border and regional cooperation policy and procedure in relation to the Welsh language;
- Individual partners to report back to their local groups / committees about what is being discussed at the meetings;
- Notify partners and funding authorities about issues arising from the meetings;
- Co-operate with organisations and departments to normalise and develop the use of Welsh.

Meetings and membership

The Language Forum will meet four times a year.

These meetings will be co-ordinated by Mentrau Iaith Abertawe and Castell-nedd Port Talbot.

Any member is welcome to invite the Forum to meet in their venue to allow everyone to visit the various organisations offering Welsh medium provision.

The Forum will invite organisations within the public, private and voluntary sectors, who provide Welsh language services, are interested in developing Welsh opportunities or who have duties to provide these opportunities, to join the Forum.

An up-to-date list of Forum members will be found on the Language Forum section of the Menter Iaith Abertawe and Castell-nedd Port Talbot websites.

Forum members are also encouraged to include a link to this page from their websites also.

The content of meeting agendas will be flexible and provide an opportunity:

- to share good practice;
- to work collaboratively with local projects;
- to respond to local issues regarding the Welsh language by joint working between the group membership and the public;
- to contribute constructively to strategies and policies that will provide support and promote the everyday use of the Welsh language in the communities of Swansea and Neath Port Talbot and nationally.

These Terms of Reference were agreed by members of the first meeting on _____

DRAFT

Sarah Rochira
Older People's Commissioner for Wales

Please ask for: Councillor Rob Stewart
Direct Line: 01792 63 6141
E-Mail: cllr.rob.stewart@swansea.gov.uk
Our Ref: RS/KH
Your Ref:
Date: 1st June 2018

Dear Commissioner

In response to your letter of 4th May, Swansea Public Service would like to thank you for your continued interest in the Local Well-being Plan. Along with the views of citizens, service users, staff, leaders and other experts, the guidance issued by your office was taken into account and has influenced the development of Swansea's local Well-being Plan.

The primary version of the Plan Working together for a better future has been attached and can be viewed at www.swansea.gov.uk/localwellbeingplan. In order to improve the accessibility of the Plan for diverse audiences, a 'plan on a Page' and full 'Statutory' version are also available online. A 'Screen reader friendly', and 'EasyRead' version have also been commissioned.

Following publication of the Well-being Plan, Action Plans for implementation are being agreed and are expected to be completed by the Summer. This document along with the evidence base with the Assessment of Local Well-being should be considered alongside the Local Well Being Plan. You may also consider the Area Plan published at www.westernbay.org.uk/areaplan which has been written alongside the Local Well-being Plan, each of which informs and supports the other.

It is hoped that this approach meets with your approval.

Yours sincerely



COUNCILLOR ROB STEWART
CHAIR OF PSB BOARD

Hilary Maggs
Local Government Partnerships

BY EMAIL

Please ask for: Councillor Rob Stewart
Direct Line: 01792 63 6141
E-Mail: cllr.rob.stewart@swansea.gov.uk
Our Ref: RS/KH
Your Ref:
Date: 6 June 2018

Dear Hilary

Thank you for your letter of 9th May detailing support for public services board development from Welsh Government, Academi Wales and the Future Generations Commissioner's Office.

Swansea PSB would like to accept the offer of a half day 'healthy boards' training session with Academi Wales. Swansea PSB is committed to developing a culture that supports the development of 'One Welsh Public Service'.

This is especially pertinent given Swansea Local Well-being Plan's cross cutting action which aims 'to work towards integrated public services in Swansea by sharing resources, assets and expertise'. This support would complement the step 'Understanding one another's priorities in terms of the short term action 'walking in our shoes'. This programme has facilitated board development to date through through a greater understanding of each other's core business and challenges.

We look forward to the Summer launch of the 'Guide for Good Governance in the Public Sector'.

Yours sincerely



COUNCILLOR ROB STEWART
CHAIR OF PSB

Annwyl Glerc,

Hoffai Bwrdd Gwasanaethau Cyhoeddus Abertawe ddiolch i'r cynghorau cymuned a thref am eu cefnogaeth wrth ddatblygu'r Cynllun Lles Lleol. Gallwch ddarllen 'Gweithio Gyda'n Gilydd ar gyfer Dyfodol Gwell' yn www.abertawe.gov.uk/cynllunlleslleol. Hoffem wahodd yr holl gynghorau cymuned a thref i gymryd rhan wrth gyflwyno'r cynllun hwn yn y ffordd sydd fwyaf priodol ar gyfer cynghorwyr pob ardal.

- Yn ogystal â 'Gweithio Gyda'n Gilydd ar gyfer Dyfodol Gwell' ac er mwyn gwella hygyrchedd, mae 'Cynllun ar Dudalen' a fersiwn 'Statudol' lawn hefyd wedi'u llunio. Mae fersiwn 'Hawdd ei darllen' a fersiwn 'Hwylus i'w Darllen ar y Sgrîn' hefyd wedi'u comisiynu.
- Cyhoeddir dogfen Ymateb i'r Ymgynghoriad hefyd ynghyd â'r cynllun sy'n nodi'r broses ymgynghori, yr adborth a dderbyniwyd a sut gwnaeth y mewnbwn hwnnw ddylanwadu ar ddatblygiad y cynllun.

Yn y Fforwm Cynghorau Cymuned a Thref diwethaf, cadarnhawyd y gwahodddwyd cynrychiolaeth gan Gynghorau Cymuned a Thref Abertawe i gymryd rhan fel 'Partner' yng ngweithgareddau'r Bwrdd Gwasanaethau Cyhoeddus. Hoffem estyn y gwahoddiad hwn yn ffurfiol i Gynghorau Cymuned a Thref Abertawe i enwebu cynrychiolydd ar y cyd i fod yn rhan fel sefydliad partner.

- Mae'r dull ar gyfer enwebu cynrychiolydd yn fater i'r cynghorau cymuned a thref. Serch hynny, os na ffeirir unrhyw broses arall, byddai'r Gwasanaethau Democraataidd yn hapus i dderbyn enwebiadau ar ran cynghorwyr cynghorau cymuned a thref a chyflwyno eitem yn y Fforwm Cynghorau Cymuned a Thref nesaf lle gellid trafod yr enwebiadau a chytuno ar gynrychiolydd (enwebiadau i wasanaethau democraataidd erbyn dydd Llun, 23 Gorffennaf 2018). Mae'r Bwrdd Gwasanaethau Cyhoeddus ar waith tan yr etholiad cyffredinol nesaf, cynghorau cymuned a thref sy'n penderfynu ar hyd ymrwymiad eu cynrychiolydd gyda'r Bwrdd Gwasanaethau Cyhoeddus.

- Ar hyn o bryd, rôl sefydliadau 'partner' yw cymryd rhan mewn cyfarfodydd Grŵp Partneriaeth bob yn ail fis a gynhelir yn gyhoeddus. Mae mwy o wybodaeth am y Bwrdd Gwasanaethau Cyhoeddus ar gael yn www.abertawe.gov.uk/bgc gan gynnwys 'Arweiniad i Aelodau Statudol, Cyfranogwyr a Wahoddir a Phartneriaid'. Serch hynny, dylid nodi y gynhelir adolygiad llywodraethu fel a nodir yn ein Cynllun Lles Lleol, felly bydd gweithgareddau'r dyfodol yn cael eu cyfeirio gan ganlyniadau'r adolygiad sydd ar y gweill.

Ac yn olaf, o ran mater arall, byddwch yn ymwybodol bod 'dyletswydd llesiant' yn Neddf Llesiant Cenedlaethau'r Dyfodol sy'n berthnasol i feini prawf cyfarfodydd cynghorau cymuned a thref ar adeg cyhoeddi'r Cynllun Lles Lleol. A wnewch chi hysbysu'r Bwrdd Gwasanaethau Cyhoeddus a yw eich cyngor cymuned yn bodloni'r meini prawf ac yn destun y ddyletswydd?

- Nodir y meini prawf hyn yn Neddf Llesiant Cenedlaethau'r Dyfodol (Cymru) 2015 ac mae'n nodi bod cyngor cymuned yn destun y ddyletswydd os 'ar gyfer pob

un o'r tair blynedd ariannol blaenorol cyn cyhoeddi'r Cynllun Lles Lleol, oedd ei incwm gros neu ei wariant gros yn o leiaf £200,000' (Adran 40.1).

- Mae Arweiniad Statudol sy'n cefnogi'r Ddeddf hefyd yn annog cynghorau cymuned a thref nad ydynt yn destun y ddyletswydd 'i ystyried pa gyfraniad y gallant ei wneud tuag at fodloni'r amcanion lleol a fabwysiadwyd ar gyfer eu hardaloedd.

Gobeithio bydd gweithdy Llesiant Cenedlaethau'r Dyfodol a gynhaliwyd ar 14 Mai wedi helpu i hysbysu eich cynghorwyr, ond gallwch e-bostio bgc.abertawe@abertawe.gov.uk os oes gennych unrhyw ymholiadau.

Cofion cynnes

Dear Clerk

Swansea Public Services Board would like to thank Community and Town Councils for their support in developing the Local Well-being Plan. 'Working Together for a Better Future' can be viewed at www.swansea.gov.uk/localwellbeingplan. We would invite all Town and Community Councils to engage in the delivery of this Plan in the way felt most appropriate for each area's Councillors.

- In addition, to 'Working Together for a Better Future' in order to improve accessibility a 'Plan on a Page' and full 'Statutory' version have been also produced. An 'EasyRead' and 'Screen Reader Friendly Version' have also been commissioned.
- A Consultation Response document is also published alongside the Plan detailing the consultation process, the feedback received and how that input influenced the development of the Plan.

At the last Community and Town Council Forum, it was confirmed that representation is invited from Swansea's Community and Town Councils to participate as a 'Partner' in the activities of the Public Services Board. We would like to formally extend this invitation for the Swansea's Town and Community Council's to collectively nominate a representative to be involved as a partner organisation.

- The mechanism whereby a representative is nominated is a matter for the Town and Community Councils. However, assuming no other process is preferred, Democratic Services would be pleased to receive nominations on behalf of Town and Community Councillors and introduce an Item at the next Town And Community Council Forum where nominations could be discussed and a representative agreed (nominations to Democratic Services by Monday, 23 July 2019). The Public Services Board operates until the next ordinary election, it is for the Town and Community Councils to decide the term for which they wish their representative to undertake involvement with the Public Services Board.
- The role of 'partner' organisations currently involves participating in bi-monthly Partnership Group meetings which are held in Public. More information about the Public Services Board is available at www.swansea.gov.uk/psb including a 'Guide for Statutory Members, Invited Participants and Partners'. It should however

be noted that a governance review is taking place as detailed within our Local Well-being Plan, so future operation will be informed by the outcomes of the forthcoming review.

Finally in relation to another matter, you will be aware that the 'well-being duty' under the Well-being of Future Generations Act applies to Town and Community Councils meeting criteria at the time of the Local Well-being Plan's publication. Please could you make the Public Service Board aware if your Community Council meets the Criteria and is subject to the duty?

- This criteria as set out in the Well-Being of Future Generations Act (Wales) 2015 states a Community Council is subject to the duty if 'for each of the pre-ceding three financial years prior to the local well-being plan being published, either its gross income or gross expenditure was at least £200,000' (Section 40.1).
- Statutory Guidance supporting the Act also states Community and Town Councils which are not subject to the duty 'are encouraged to consider what contribution they may be able to make towards meeting the local objectives adopted for their areas.

Hopefully the Well-being of Future Generations workshop held on 14th May will have helped inform your Councillors but please don't hesitate to contact Swansea.psb@swansea.gov.uk should you have any queries.

With best regards



Suzy Richards

Swyddog Polisiāu Cynaliadwyedd
Sustainable Policy Officer

☎ 01792 636000 | 07814109719

✉ suzy.richards@swansea.gov.uk

Councillor Rob Stewart
Chair of PSB
Cabinet Office
The Guildhall
Swansea, SA1 3SN

16th May 2018

Dear Councillor Rob Stewart,

As Head of the Hillary Rodham Clinton School of Law I was delighted to receive your letter.

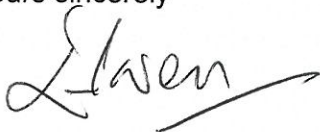
It is a real pleasure and privilege to be asked to support the City & Council of Swansea in its ambition of becoming a Human Rights City. Such an engagement falls completely and compellingly within our objectives as a College.

I can confirm that we would be pleased for Dr Simon Hoffman to continue to support your HRC initiative by taking the lead to establish the steering group and help develop an action plan.

Please do not hesitate to contact me further at any stage if there are additional ways in which we may be able to assist in advancing this agenda.

Thank-you for your request.

Yours sincerely



Professor Elwen Evans QC
Head, Hillary Rodham Clinton School of Law

Equality, Local Government and Communities Committee Inquiry

<p>Bore da</p> <p>Cyhoeddodd y Pwyllgor Cydraddoldeb, Llywodraeth Leol a Chymunedau ymgynghoriad ar Ddulliau gweithredu lleol ar gyfer lleihau tloedi: Deddf Llesiant Cenedlaethau'r Dyfodol a byrddau gwasanaethau cyhoeddus ym mis Hydref 2017.</p> <p>Mae'r Pwyllgor ers hynny wedi cytuno i gynnal sesiynau tystiolaeth i lywio'r ymchwiliad, ac mae'n awyddus i wahodd yr Arweinydd Gweithredol neu Faer Bwrdd Gwasanaeth Cyhoeddus Abertawe i ddod i'r sesiwn ddydd Iau 7 Mehefin. Cynhelir y cyfarfod yng Nghynulliad Cenedlaethol Cymru, Bae Caerdydd. Bydd y sesiwn yn para tua awr a byddwn yn cadarnhau'r union amseroedd yn nes at y dyddiad.</p> <p>Mae cylch gorchwyl yr ymchwiliad fel a ganlyn:</p> <ol style="list-style-type: none">1. Cael dealltwriaeth o strwythur a swyddogaethau y Byrddau Gwasanaethau Cyhoeddus.2. Archwilio effeithiolrwydd y Byrddau Gwasanaethau Cyhoeddus a'r adnoddau a chasiti.3. Casglu tystiolaeth am faterion neu rwystrau sy'n gallu effeithio ar weithio'n effeithiol, ac enghreifftiau o arfer da ac arloesedd. <p>Er mwyn llywio'r sesiwn dystiolaeth, byddai'n ddefnyddiol pe gallech ddarparu cyflwyniad ysgrifenedig ar y cylch gorchwyl erbyn 23 Mai fan bellaf. Rhowch wybod os byddwch yn cael trafferth cyflawni hynny erbyn y dyddiad cau.</p>	<p>Good morning</p> <p>The Equality, Local Government and Communities Committee issued a consultation on local approaches to poverty reduction: the Well-Being of Future Generations Act and public service boards in October 2017.</p> <p>The Committee has since agreed to hold evidence sessions to inform the inquiry, and would like to invite the Executive Leader or Mayor of the Swansea Public Service Board to attend the session on Thursday 7 June. The meeting will take place at the National Assembly for Wales, Cardiff Bay. The evidence session will last for approximately one hour and we will confirm exact timings nearer the date.</p> <p>The terms of reference for the inquiry are below:</p> <ol style="list-style-type: none">1. To gain an understanding of the structure and functions of the Public Services Boards.2. To explore the effectiveness of PSBs, resourcing and capacity.3. To gather evidence of issues or barriers that may impact on effective working, and examples of good practice and innovation. <p>In order to inform the evidence session, it would be very helpful if you could provide a written submission on the terms of reference no later than 23 May. If you have any problems meeting this deadline please let me know.</p> <p>I should be grateful if you would let me know as soon as possible whether they are able to attend the evidence session.</p>
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Byddwn yn ddiolchgar iawn pe gallech roi gwybod cyn gynted â phosibl p'un a fyddyn nhw yn gallu dod i'r sesiwn dystiolaeth.

Annwyl Gyfaill

Diolch ichi am ddod i'n cyfarfod ar 7 Mehefin i roi dystiolaeth mewn cysylltiad â'n hymchwiliad i fyrddau gwasanaethau cyhoeddus.

Yn dilyn y sesiwn dystiolaeth, gofynnodd y Pwyllgor am ragor o wybodaeth am y berthynas rhwng eich bwrdd gwasanaethau cyhoeddus chi a'ch Bwrdd Partneriaeth Ranbarthol Lleol a sefydlwyd yn Neddf Gwasanaethau Cymdeithasol a Lles (Cymru) 2016.

Byddwn yn ddiolchgar pe byddech yn ymateb erbyn 5 Gorffennaf mewn pryd i lywio cam nesaf ein hymchwiliad.

Dear Colleague

Thank you for attending our meeting on 7 June to give evidence in connection with our inquiry into public services boards.

Following the evidence session, the Committee requested further information on the relationship between your PSB and your local Regional Partnership Board established in the Social Services and Well-Being (Wales) Act 2016.

I should be grateful if you would respond by 5 July in time to inform the next stage of our inquiry.



City and County of Swansea

Minutes of the Swansea Public Services Board - Core Group

Cabinet Conference Room - Guildhall, Swansea

Thursday, 10 May 2018 at 3.00 pm

Present: R C Stewart (Chair) Presided

Amanda Carr, Swansea Council for Voluntary Service
Jan Curtice, Mid & West Wales Fire & Rescue Service
Craig Flannery, Mid & West Wales Fire & Rescue Service
Sandra Husbands, Abertawe Bro Morgannwg Public Health Team
Martin Jones, South Wales Police
Peter Jordan, Natural Resources Wales
Bonnie Navarra, South Wales Police & Crime Commissioners Office
Phil Roberts, Chief Executive, City & County of Swansea
Chris Sivers, City & County of Swansea

Also Present:

Polly Gordon, City & County of Swansea – For Item 6
Simon Hoffman, Swansea University – For Item 8
Nina Williams, Public Health Wales – For Item 7

Apologies for Absence

Karen Cornish, Welsh Government
Andrew Davies, ABMU LHB
Martyn Evans, Natural Resources Wales
Sian Harrop-Griffiths, ABMU LHB
Alun Michael, Police and Crime Commissioner
Roger Thomas, Mid & West Wales Fire & Rescue Service

21 Disclosures of Personal & Prejudicial Interest.

No interests were declared.

22 Minutes:

Resolved that the Minutes of the Swansea Public Services Board Core Group meeting held on 9 March 2018 be signed and approved as a correct record.

23 Next Steps.

Chris Sivers, CCS presented a report to update the Group on the progress regarding the development of an Action Plan for the implementation of the Local Well-being Plan.

She outlined the progress to date and detailed issues relating to the development of an Action Plan to implement the steps set out in the Local Well-being Plan.

Agreed that a further paper be brought to the next meeting to clarify how governance links groups delivering the Action Plans.

24 Risk Tracker.

Chris Sivers, CCS presented the Risk Tracker document. The majority of the actions had been completed and closed, however there were 2 items that required finalising:

- Item 10 – Objective Leads – An objective Lead had not been identified for the Joint Procurement workstream.

The PSB Group were unclear about the exact requirements of the Joint Procurement Workstream, but noted possible issues that could arise in relation to each individual organisation's procurement rules. There needed to be an understanding of each other's processes in order to align them around the workstreams. It was important to avoid missed opportunities.

It was agreed that this item would be re-considered once the first procurement case arose.

- Item 12 – Primary Version of Plan Confusion

The former youth version of the Local Well-being Plan rather than the statutory version had been adopted as the primary version of the plan in use by the Swansea PSB, however clarity was sought as to which version should be utilised in order to hold people to account?

Agreed to continue to use the former youth version, however if it causes an issue for any of the partners, then they could build this into the Action Plan in order to identify the prospective issue.

25 Making Every Contact Count Consensus Statement.

Polly Gordon, Lifestages Partnership Manager presented a report to outline the delivery model for the pilot of Making Every Contact Count (MECC) – Healthy, Safe and Connected. The scheme sought support from all PSB partners in moving forward with the model and pilot proposal.

Each organisation was required to agree to a 'consensus statement', which was outlined in Appendix A at a senior PSB level, committing to:

- Providing the long-term leadership, environment, training and information staff need to deliver this approach;
- Nominate an active lead at both strategic and operational level from the development stage. A steering group would be set up to guide the development and embedding of MECC;

- Internal and external promotion of the approach on webpages, social media, etc;
- The promotion of better integrated working across the workforce.

There were also specific staffing resources required:

- Input from officers with the knowledge and expertise to develop a training package that is suitable for delivery in all PSB organisations;
- Commitment from all PSB workforce development teams to promoting the rollout of this initiative;
- An operational lead and point of contact for all staff within that organisation and to report into the steering group;
- A strategic lead to ensure corporate and political buy-in, adequate resource provision and to oversee the impact and evaluation;
- Skilled training staff to delivery sessions.

Various contact names were provided to the Lifestages Partnership Manager in order to progress this initiative. Peter Jordon, Natural Resources Wales stated that they would not be able to sign up at present, but was happy to provide a name in order to give support to the scheme.

Agreed that the Public Services Board support the proposal to pilot Making Every Contact Count and agree to the consensus statement.

26 Healthy Cities Board Development.

Nina Williams provided the PSB with a presentation of achievements through the Healthy City programme and suggest revised arrangements for Phase VII of the World Health Organisation (WHO) programme. The presentation had been devised in conjunction with Sharon Miller, ABMUHB and Councillor Mark Child, Cabinet Member for Health & Wellbeing.

Agreed that the Public Services Board note the progress made through the WHO Healthy City programme and endorses the new approach to seek continued WHO designation of Healthy City status for Phase VII.

27 Human Rights City.

Dr Simon Hoffman, Swansea University provided a Human Rights City Workshop report. It related to a workshop held on 14 March 2018 to discuss the proposal to become a Human Rights City (HRC) with participants from the public sector, the EHRC, Swansea University and NGOs.

The report outlined 7 key messages:

- Aspiration;
- Knowledge and awareness;
- Participation;
- Equality;
- Challenges;

- Resources;
- Leadership

It was suggested that a steering group of interested parties should be established to develop a statement of intent and make recommendations for action. Co-ordination of the steering group should be external to the CCS. The University could be approached, through existing networks, to act as the coordinating organisation.

Agreed that the Swansea Public Services Board write to Swansea University to formally invite them to engage with the PSB in order to progress this matter.

28 Understanding Others Priorities. (Verbal)

This item had already been discussed as part of Minute No. 24.

29 Responses to Correspondence.

Request from Swansea and Neath Port Talbot Strategic Language Forum re Promoting the Welsh Language Across the Two Counties

A request had been received Swansea and Neath Port Talbot Strategic Language Forum extending an invitation to join them in their efforts to promote the Welsh language across the two counties.

The Terms of Reference were attached in order to understand what the Forum aimed to achieve. The representative would have to be able to converse in Welsh.

The Group noted that most of the organisations represented on the PSB were already listed individually on the "Membership under consideration" of the Strategic Language Forum.

Agreed that Swansea PSB contact Menter Iaith Abertawe / Menter Iaith Castell Nedd Port Talbot to clarify the exact requirements in order to avoid duplication.

NRW response to approval stage of Final Well-being Plan

NRW had delegated a sub group to consider the Final Well-being Plan, which had been approved on the understanding that this was a first step in the culture shift required in the public services in Wales and not the final step. Whilst recognising the significant work that had been undertaken and the relationship building and culture change that had started, the ambition set by the Well-being of Future Generations Act would require more work from all and they looked forward to working through the PSB to achieve that.

Agreed that a response be sent to NRW acknowledging their comments and providing an appropriate response to the concerns raised.

30 For Information Reports.

National Principles for Public Engagement in Wales – Endorsement

Noted.

Minutes of previous Partnership Group held on 20 March 2018.

Noted.

31 Any Other Business.

- Inviting 4 Housing Associations to sit on the Partnership Group

A request had been received via Councillor Andrea Lewis, Cabinet Member for Housing, Energy & Building Services that a representative from the Housing Associations be invited to participate in the Swansea PSB Partnership Group.

Agreed that Phil Roberts, Chief Executive would liaise with Councillor Lewis on this matter to clarify which Associations were to be included. Any additions to the membership would follow the forthcoming governance review of the PSB.

- Format of Agenda Papers

Peter Jordan asked whether the format of the PSB agenda papers could be enhanced to provide a link to the relevant objective in the Wellbeing Plan.

Agreed that consideration be given to the PSB agenda papers being enhanced to provide a link to the relevant objective in the Wellbeing Plan.

The meeting ended at 4.55 pm

Chair



City and County of Swansea

**Minutes of the Swansea Public Services Board -
Core Group**

Cabinet Conference Room - Guildhall, Swansea

Monday, 25 June 2018 at 3.30 pm

Present: Andrew Davies, (Vice Chair) Presided

Joanne Abbott-Davies, Mental Health Service (Minute 32-37)
Simon Belcher, South Wales Police
Amanda Carr, Swansea Council for Voluntary Service
Peter Jordan, Natural Resources Wales
Amy McNaughton, Public Health Wales
Suzy Richards, Swansea Council
Phil Roberts, Swansea Council (Minute 32-36)
Mary Sherwood, Swansea Council
Chris Sivers, Swansea Council
Rob Stewart, Swansea Council (Minute 34-35)
Roger Thomas, Mid & West Wales Fire & Rescue Service (Minute 32-37)

Also Present:

Allison Lowe – Swansea Council
Amy McNaughton, Public Health Wales (Minute 32-34)
Suzy Richards, Swansea Council
Richard Rowlands, Swansea Council

Apologies for Absence:

Karen Cornish, Welsh Government
Jan Curtice, Mid & West Wales Fire & Rescue Service
Martyn Evans, Natural Resources Wales
Sian Harrop-Griffiths, ABMU LHB
Martin Jones, South Wales Police
Bonnie Navarra, South Wales Police & Crime Commissioners Office

1 Disclosures of Personal & Prejudicial Interest.

No interests were declared.

2 Minutes:

Agreed that the Minutes of the Swansea Public Services Board Core Group meeting held on 10 May 2018 be signed and approved as a correct record.

3 First 1000 Days.

Amy McNaughton, Public Health Consultant, Public Health Wales provided a powerpoint presentation in relation to the First 1000 Days Collaborative.

Cymru Well Wales is a movement of motivated organisations committed to thinking and working differently to create a Wales that we all want to live in, both now and in the future.

By harnessing activity and resources, partners within Cymru Well Wales are prioritising action on the issues which contribute most towards poor health in Wales.

The first 1000 days is a Cymru Well Wales priority because giving every child the best start in life will help reduce inequalities and improve health and wellbeing across the lifecourse.

The first 1000 days programme is working to achieve three outcomes;

- Optimal outcome from every pregnancy for mother and child;
- Children achieve their developmental milestones at age 2;
- Children are not exposed to multiple adverse childhood experiences in the first 1000 days.

Joining the Collaborative includes the following opportunities and benefits:

- Assistance with promoting the importance of the first 1000 days with key partners and local influencers;
- Support with getting started, including jointly hosting a System Engagement Event, and guidance for establishing a Local Collaborative Group;
- Access to a national Collaborative Network to share learning and identify collective priorities for influencing policy and practice;
- Access to small grant funding to help enable tests of local improvement activity;
- Contribute to and influence the development and testing of nationally produced public information;
- Priority access to national First 1000 Days learning events and training opportunities;
- Guidance and support for evaluation and measuring impact;
- Contribute to identifying research priorities and to be actively involved in the development and dissemination of the evidence base within the first 1000 days;
- Be part of a collective voice for influencing across the first 1000 days system nationally.

The Swansea PSB would need to commit to the principles of Cymru Well Wales:

- Acting today to prevent poor health tomorrow;
- Improving wellbeing by harnessing activity and resources to amplify our collective impact;

- Thinking and working differently to tackle health inequalities;
- Empowering our communities in all that we do;
- Learning from others to design innovative action for the future.

As a member of the F1000D Collaborative, Swansea PSB would need to be committed to:

- Building a local coalition of multiagency partners who represent the first 1000 days system in the Swansea area;
- Building a joint understanding of the current first 1000 days system;
- Identifying, testing and evaluating service based quality improvement and system changes;
- Sharing learning from Swansea with the F1000D central programme team and other members of the Collaborative.

The Partners highlighted many of the schemes that they were already involved in or had delivered such as Early Years and Jig-so. In addition, Swansea Council and ABMU were the first in Wales to have been awarded the United Nations Convention on the Rights of the Child (UNCRC). When Swansea PSB joins the First 100 Days Collaborative, the PSB Region will be the first one in Wales with all local Authorities/PSBs also signed up.

The launch event, which was already fully subscribed, would be held on 6 July 2018 at which there would be a workshop to prioritise subject areas for future meetings.

Agreed that Swansea Public Services Board sign up to the First 1000 Days Collaborative.

4 Review of PSB Structure & Governance.

Richard Rowlands, Strategic Delivery & Performance Manager, Swansea Council presented a further report to review the PSB Structure and Governance.

A proposal to change the structure and governance of the PSB had previously been discussed at the Core Group meeting in December 2017.

He outlined the minimum organisational criteria and the proposals including the organisational structure, which puts into effect the minimum structural criteria.

There were remaining issues for discussion and agreement as follows;

- Status of partners;
- The PSB Partnership Manual;
- PSB Administrative Support;
- Pooled Budgets;
- Scrutiny;
- Regional PSB.

The group discussed some of the issues in detail with the following points being made:

- Most Partners were keen to move to a regional footprint in order to minimise duplication and the ability to being able to cover the wide variety of meetings;
- Need discussion with NPT on their views on moving to a regional footprint;
- Vital that we don't lose all the good work that the PSB has undertaken to date if we do move to a Regional footprint;
- Currently 19 PSB in Wales – all with their own Wellbeing Plan & action plan – often different approaches to the way they are working;
- Frequency of meetings;
- Suggestion that a meeting should be convened to consider the draft proposal;
- Issues around strengthening Scrutiny and each partners governance also needs consideration, including how scrutiny communicate with partners – there should be a single point of contact within each organisation;
- Careful consideration should be given to the impact on current partners / those that we consult with;
- Lessons can be learned from the Third Sector Forums on communicating / consulting on relevant issues in order to keep partners more engaged.

Agreed that a report on implementing the PSB arrangements set out in this report is developed and brought to a future meeting.

5 Action Planning & Implementation Review.

Suzy Richards, Sustainable Policy Officer, Swansea Council provided an update on Local Well-being Plan's action planning phase.

Following publication of the Local Well-being Plan, the next challenge was to form delivery groups to deliver on the steps and actions underpinning the four Well-being Objectives and Cross Cutting Action. The process would focus on identifying practical SMART actions for implementation in the short to medium term.

The PSB aims to publish its Action Plan before Autumn 2018. Objective leads had been allocated to co-ordinate the action planning and delivery of each Objective. Leads were being assigned to each step with actions being identified.

The process has been as flexible as possible to minimise additional work for groups but still ensure consistency. The Planning Group having created Action Planning guidelines in the form of a checklist so that information can be collected and collated in the form that is most convenient for the groups. She outlined the Action Planning checklist that required each action underpinned the steps to be identified.

An integrated Impact Assessment was planned for late July / early August with the final Action Plan to be collated and signed off by individual delivery groups and the Public Services Board late Summer / early Autumn.

The group discussed the issues being encountered by the various delivery groups, in particular utilising the driver diagrams as the actions didn't necessarily fit within the

steps. As a result certain groups were spending unnecessary time mapping tasks that had already been done and trying to allocate an action to each of the secondary drivers.

It was agreed that clarity should be disseminated to each of the delivery groups.

Agreed that Suzy Richards would provide a summary of the current status and circulate it to each of the Partners / Core Group.

6 Risk Tracker.

Suzy Richards, Sustainable Policy Officer, Swansea Council provided an update on the Risk Tracker.

Agreed that the update be **noted**.

7 Working with Nature. (Verbal)

Item deferred to a future meeting.

8 Mental Health & Well Being. (To follow)

Chris Sivers, Director of People, Swansea Council provided a presentation on Mental Health and Wellbeing.

A Safer Swansea Partnership meeting on 5 June 2018 highlighted concerns from many of the partners about supporting people with mental health needs.

Relevant representatives were not attending meetings to provide responses. There was genuine interest in the wider approach to supporting wellbeing – Universities, HR and staff wellbeing links, however specific services cases should be escalated through providers' processes. However there was a request to escalate to the PSB.

She outlined some of the existing partnership plans, such as Western Bay Mental Health Strategic Framework and Children / Education Wellbeing and Behaviour Strategy.

The group discussed the escalation issue and the options for consideration. It was noted that this hadn't been flagged as an issue when the consultation on the Well-being Plan undertaken.

The Vice Chair stated that many of the user groups had been involved in shaping the Western Bay Mental Health Strategic Framework but it would be useful for the Safer Swansea Partnership to have sight of the final document.

Action: Andrew Davies, Vice Chair to provide a contact name to be invited to the next Safer Swansea Partnership Meeting.

9 Any Other Business.

- Human Rights City - As this was the last meeting of the PSB that Chris Sivers would be attending, she had arranged a handover meeting with Simon Hoffman in relation to this item.

The documents were **noted**.

The meeting ended at 5.21 pm

Chair



Public Services Board (*Partnership*) – 17 July 2018

Swansea's Assessment of Local Well-being: 2018 Update

Purpose:	The PSB Research Group propose that a 2018 update should take the form of a paper focusing on responses to the 2017 well-being assessment consultation – the 'R' proposals within Annex 6.
Link to Well-being Objective:	This report includes the 2018 Update paper as Appendix A.
No specific objective	
Recommendation(s):	It is recommended that: 1) The Board note the report. 2) The update paper (and its Welsh translation) be added to the assessment web page www.swansea.gov.uk/psbassessment

1. Introduction

- 1.1 Swansea's Assessment of Local Well-being was approved by the Board in April 2017. This partnership document provided the evidence base for the outcomes and drivers of well-being in Swansea, and later helped the Board identify a small number of objectives for its Well-being Plan (approved in May 2018).
- 1.2 However, the assessment (page 7) noted "...there is still a great deal of further work to be done. There is plenty of scope for the assessment to be improved and a number of issues raised in the consultation that we could not address at this stage. Some gaps in the evidence have also been identified and these will need to be considered either locally or nationally. For this reason a further update is planned for 12 months' time and the Research Group will be working on a number of these issues in the meantime."

2. Approach to the 2018 Update

- 2.1 Discussions at recent Research Group meetings concluded that a 2018 update should not be a general, full-scale review of the assessment's evidence base – in part due to partner resources, but also because the structure of the documents (in terms of outcomes/objectives and drivers) changed between the Well-being Assessment (2017) and Plan (2018).

2.2 Instead, the Group agreed that the 2018 assessment update should take the form of a shorter report focusing on responses to the proposals identified in the 2017 consultation, namely the 'R' proposals listed within assessment Annex 6 – *“Research Group to consider this issue as part of the development of the assessment in 2017/ 2018”*. An initial draft of this Update was tabled at the latest Research Group meeting (7 June).

2.3 The attached Appendix A – *Swansea’s Assessment of Local Well-being: 2018 Update* – consists of a high-level introduction and overall summary, followed by the 'R' proposals listed in a two-column table. The right-side column summarises the progress and/or response from the Research Group to each 2017 consultation proposal (left column).

3. Next steps/ Actions

3.1 The Research Group will continue to develop the evidence base behind the assessment, in light of the revised objectives and steps/actions included in the Well-being Plan, as it moves towards the development of a Well-being Measurement Framework and the next assessment (2022).

Report Author: Steve King, Support Officer – PSB Research Group

Organisation: Swansea Council

Appendices:

Appendix A – Swansea’s Assessment of Local Well-being: 2018 Update

Swansea's Assessment of Local Well-being: 2018 Update

The Well Being of Future Generations (Wales) Act 2015 (the WFG Act) required Public Services Boards in Wales to prepare and publish an assessment of the state of economic, social, environmental and cultural well-being in their areas.

Locally, the first Assessment of Local Well-being was published by Swansea Public Services Board (PSB) in May 2017. The evidence base within the assessment was compiled by the PSB Research Group – a multi-agency team of researchers and analysts from a number of different public and voluntary sector bodies. The document and accompanying annexes are available via the link www.swansea.gov.uk/psbassessment.

The main, initial purpose of the assessment was to help the Board identify a small number of well-being objectives for its Well-being Plan. These will contribute to the Wales well-being goals that have been set out in the WFG Act.

The 2017 assessment identified six well-being outcomes which, with their associated primary drivers, provided the basis for the structure of the document:

- Children have a good start in life
- People learn successfully
- Young people and adults have good jobs
- People have a decent standard of living
- People are healthy, safe and independent
- People have good places to live, work and visit.

At the early stages of preparing the Local Well-being Plan in summer 2017, PSB Partners, local voluntary and community organisations and citizens discussed what is important for a future Swansea. These conversations, which were informed by the Assessment and other sources, led to Swansea's first Well-being Plan, approved in May 2018. The Plan is structured in a different way, and the original Assessment outcomes have now evolved into four new objectives and a cross-cutting action:

- Early Years – To ensure that children have the best start in life to be the best they can be
- Live Well, Age Well – To make Swansea a great place to live and age well
- Working with Nature – To improve health, support biodiversity and reduce our carbon footprint
- Strong Communities – To build strong communities with a sense of pride and belonging
- 'Sharing for Swansea' – A cross-cutting action to work towards integrated public services in Swansea by sharing resources, assets and expertise.

In the Plan, as with the previous year's local assessment, each of the above objectives and action are accompanied by a set of primary and secondary drivers, together with a series of short, medium and long-term steps for each objective. The approved Local Well-being Plan is available at the web page www.swansea.gov.uk/localwellbeingplan

The 2017 Assessment acknowledged that it had plenty of scope for improvement. Gaps in the evidence base were identified in the document and the Research Group is committed to further consider these, locally or nationally, as part of the development of the assessment.

In addition, a number of issues raised in the assessment consultation (early 2017) could not be addressed at that time, and this update focuses on the proposals identified for the PSB Research Group to consider in the year following the assessment's publication.

In some areas, progress over this year has been relatively limited; to some extent this was inevitable as PSB partner resources have been focussed on the development of the emerging Plan. However, from now it is hoped that more progress can be made, especially with the planned development of a population level measurement framework and objective-based action plans, which will help provide a context for development of the evidence base.

The following table details the original Annex 6 'R' consultation proposals, with the comments column summarising progress to date and the Research Group's response to each proposal.

Areas for development, 2017/18 – Progress Report (PSB Research Group)

CONSULTATION PROPOSAL	PROGRESS OR RESPONSE
A gap in the evidence that relates to the circumstances where homelessness has not been prevented (proposal 11) – <i>The furthest end of the spectrum for people in this situation results in rough sleeping, which the most recent evidence will corroborate is on the increase in Swansea, particularly in relation to those people with complex needs.</i>	The Consultation Feedback Report (Assessment Annex 5) noted that this is “To be considered as an evidence gap and addressed in the future development of the assessment.” Further analysis around this issue will be taken forward as part of the Well-being Plan’s ‘Live well, age well’ objective.
The appropriateness of available housing, as well as levels (13) ... <i>This is going to be a significant challenge for the LA and other RSLs in the coming years and it appears that this has been omitted from your evidence sources... the narrative around this aspect of the Population Outcome refers to the prevention of homelessness.</i>	An amendment was made to the final version of the 2017 assessment – in driver F2. This issue will be further considered as part of monitoring and analysis around the ‘Live well, age well’ objective.
The impact of housing on a person’s health and wellbeing (18) – <i>Many areas seem to be a bit ‘housing light’ ... It’s not really mentioned until F2 & F3. There could be greater emphasis on the impact on mental health for example created by the home environment.</i>	This wider issue will be considered as part of future monitoring and analysis around the ‘Live well, age well’ and other relevant objectives.
The need for well-being scores to have clearly communicated reasons (22) ... <i>drivers may need to be broken down into many figures e.g. Driver F1 condenses down a huge amount of data and information into a single figure and so multiple figures could be included.</i>	The initial summaries for each of the 19 drivers attempted to do this, and the scores were the Board’s overall judgement of the evidence at the time. As noted in the assessment introduction, the scores were not scientific measures. Multiple figures within drivers were not considered feasible in light of the format adopted. Our future approach to scores will be reviewed as part of the development of a well-being measurement framework.
Analysis and communication of spatial data on well-being and area differences within Swansea, including between community areas (linked to proposals 23, 38, 47, 62, 77, 78, 86)	This was acknowledged as a limitation of the 2017 assessment. Spatial data was only sporadically included in the main document. Some initial statistical analysis was completed for Annex 2, and more detailed profiles of the Community Areas have been done, based on the Council’s ward profile format. The Research Group will look to develop local analysis and the use of spatial data within the measurement framework.
Further analysis of the potential impact of long-term / future trends on local well-being under all outcomes and drivers (proposals 24, 34, 66, 70, 88, 103, 104)	Whilst the assessment chapters tried to do this, mostly in the driver section <i>Future Prospects</i> , the way this was approached throughout the document varied, in part due to resources available and what was considered important.

	The measurement framework and future assessments will aim to strengthen this aspect as far as possible, in light of national advice and available resources.
The Climate Change Risk Assessment 2017 can help assess future prospects, address risks and link to the 'globally responsible Wales' goal (24)	The Risk Assessment appeared too late to fully consider in the 2017 document, but should assist analysis of future trends and other aspects of the well-being assessment in future.
Environmental drivers may be slightly weaker in scope – links between the natural environment and the well-being of people could be further explored (36)	Drivers F1 to F3 attempted to do this as far as possible. The changed focus provided by the new objectives and cross-cutting action in the Local Well-being Plan will enable further exploration and development of these links.
Relatively less evidence relating to cultural well-being (36)	The final version of the assessment made some improvements to this aspect of driver F4. Additional monitoring and analysis around the new 'stronger communities' objective may also help in this regard.
The well-being of people in the community; in particular the perspectives of the interest groups identified in the statutory guidance (37) <i>...it is possible that some of these perspectives could significantly alter the overall picture of well-being in the area, or suggest a more nuanced approach... suggest more discussion of the possibilities and availability of evidence in this regard.</i>	The assessment considered the needs of specific groups to a variable extent – often where the links between groups and drivers were most explicit. Limitations in the evidence base and analytical resources available were also factors. The Research Group will continue to review this and develop these aspects as far as possible.
Barriers for accessing health services, particularly in rural and deprived areas (40)	In the assessment, this was most closely related to evidence in outcome E, but should now be considered as part of future monitoring and analysis around the 'Live well, age well' and other relevant objectives.
The needs of offenders within custody and in the community (42 & 60)	This can be considered as part of future monitoring and analysis, especially around the Plan's 'Stronger communities' objective.
The use of the Welsh language and its links to culture (43)	More detailed analysis of evidence around the Welsh language was included within the final version of driver F4. This will also be considered further as part of the evidence base for the Well-being Plan's 'Stronger communities' objective in particular.
Housing issues, including the private rented sector, park homes and adaptations to homes (44)	These issues will be considered as part of future monitoring and analysis around the 'Live well, age well' and other relevant objectives.
The need for clarity on the implications of evidence gaps and limitations, and what can be done to address them (45)	This will be taken forward in the context of analysis of evidence around all Plan objectives and drivers, the measurement framework, and in working towards the next assessment.
To use a greater variety of data presentation methods (47, 49)	Swansea's 2017 assessment was a largely text-based document. The Research Group will

	consider the scope to develop presentational aspects as part of the measurement framework.
The use of qualitative evidence sourced through the engagement work (47 & 86)	The Swansea 'Qualitative Evidence...' report from the regional commission was published as Annex 4, but its links with (and messages for) Swansea's assessment were not felt sufficiently clear or able to be incorporated at that time. In future, the measurement framework will consider effective ways to involve citizens.
Development of the asset-based approach, including scope to reframe some of the analysis to emphasise strengths – exploring opportunities as well as challenges (48)	Through each driver section 'Swansea's strengths' the assessment attempted to do this, although ultimately some of its content was framed around challenges and weaknesses. Future analysis will aim to develop this approach.
Some means of summarising the evidence either at driver or outcome level (51)	In the final assessment this was done for outcomes (at the start of each chapter) and at driver level alongside the (0-10) scores.
Driver score movements up or down will need to be informed by available evidence and understanding of causality (52)	There were mixed views about the use of subjective scoring, and if this is retained as part of a future framework these issues will be reconsidered. The drivers in the new Plan are mostly different, limiting the potential for analysis of score moves in the short-term.
Driver scores and objectives should be informed by comparisons with non-Welsh areas – other UK / 'best in class' (55)	The opportunity to do this was included in the guidance issued to content contributors, and incorporated where it provided insight. Future analysis should continue to be aware of the wider context and relevant comparisons.
Findings from other scrutiny work/inquiries should inform the assessment (57)	Selected scrutiny findings were included in the final assessment, and these should remain part of the developing evidence base as appropriate.
A broader description of well-being challenges for Swansea over the short, medium and long term to provide the context for the 6 outcomes and 19 drivers (61 & 64)	To some extent this has been overtaken by events and the changes in Plan's structure for objectives and drivers. However, this can also be considered at the early stages of the next assessment (2022).
More explanation on the significance of the data and key challenges to well-being across all drivers (63)	The assessment tried to do this as far as possible, and will also be considered in the early stages of planning for the next assessment.
How the assessment data is intended to be used, data gaps are to be managed and how well-being planning will progress (67)	Some amendments to address this were made in the final version (Introduction) and carried forward into the Well-being Plan. Evidence gaps noted in the assessment were also summarised as part of Research Group paper RG 18 02.

To consider data and evidence around the preventative agenda – for a clearer understanding of communities and people that have resilience or are vulnerable to current and future trends (71 & 95)	These issues will require greater understanding and consideration going forward, particularly in the context of the ‘Stronger communities’ but also in other objectives.
Summary / ‘About this outcome’ sections should be more explicit about their impact on well-being – the national goals might provide a useful tool for this (75)	The final assessment tried to improve this aspect as far as possible, and the Local Well-being Plan takes this further by making the links to the national goals more explicit.
Inclusion of further data on critical energy, water, transport and other critical infrastructure (79)	The outcomes and drivers included by the PSB in the 2017 assessment were those considered most significant at that time. These issues will be considered in the measurement framework and the future development of the assessment.
‘About the evidence’ sections can be strengthened to provide a good resource for the PSB to understand data gaps and the potential to address them (90 & 108)	Data gaps, including those noted in ‘About the evidence’ sections of the assessment were referenced and summarised in RG paper 18 02. It would be helpful to circulate this summary more widely, including to PSB partners.
Outcome B – limited mention of the Universities or Colleges in Swansea and no mention of continuing education (92)	The evidence in this outcome around the HE/FE sector was strengthened in the final assessment. This will also be considered further as part of the evidence base for the ‘Stronger communities’ and other objectives.
The inter-relationships between data from (and within) each section and between the 19 drivers (101)	The assessment did not always bring out these inter-relationships in a consistent and comprehensive way. The Plan’s approach and structure, together with the new measurement framework, will aim to improve this.
Further consideration of community cohesion issues – linked to the Community Cohesion National Delivery Plan 2017-18 and the national ‘cohesive communities’ goal (113).	The developing evidence base for the ‘Stronger communities’ objective in particular will consider the latest developments in these issues.