



Hysbysiad o Gyfarfod

Fe'ch gwahoddir i gyfarfod

Bwrdd Gwasanaethau Cyhoeddus Abertawe - Grŵp Partneriaeth

Lleoliad: Ystafell Bwyllgor 2 - Canolfan Ddinesig, Abertawe

Dyddiad: Dydd Mawrth, 14 Mai 2019

Amser: 12.30 pm

Cadeirydd: Andrew Davies

Os ydych am ddefnyddio Wi-Fi, rhowch wybod i ni 24 awr ymlaen llaw, gan nodi'ch rhif ffôn symudol a'ch cyfeiriad e-bost.

Agenda

Rhif y Dudalen.

- 1 Ymddiheuriadau am absenoldeb.
 - 2 Datgeliadau o fuddiannau personol a rhagfarnol.
www.abertawe.gov.uk/DatgeluCysylltiadau
 - 3 **Cofnodion.** 1 - 5
Cymeradwyo a llofnodi, fel cofnod cywir, gofnodion y cyfarfod blaenorol.
 - 4 **Cwestiynau gan y Cyhoedd.**
Rhaid i'r cwestiynau ymwneud â materion ar ran agored agenda'r cyfarfod, ac ymdrinnir â hwy o fewn 10 munud.
 - 5 **Adolygiad llywodraethu.** 6 - 26
 - 6 **Adroddiad Blynyddol 2018/19. (Cyflwyniad)**
 - 7 **Cynllun gwaith Atal Hunanleiddiaid a Hunan-niweidio (Adroddiad a Chyflwyniad).** 27 - 33
- Er Gwybodaeth:
- 8 **Llythyr gan y Panel Craffu Perfformiad - Y Bwrdd Gwasanaethau Cyhoeddus dyddiedig 24 Ebrill 2019.** 34 - 37

**9 Gohebiaeth rhwng y Cadeirydd Craffu a Chomisiynydd
Cenedlaethau'r Dyfodol ynghylch cyllidebau a rennir.**

38 - 41

Cyfarfod nesaf: Dydd Mawrth, 16 Gorffennaf 2019 ar 12.30 pm



**Huw Evans
Pennaeth Gwasanaethau Democrataidd
Dydd Mercher, 8 Mai 2019**

Cyswllt: Gwasanaethau Democrataidd - 01792 636923

Swansea Public Services Board – Membership

Statutory Members (Core Group and Partnership Group)

Andrew Davies (Chair) – <i>ABMU LHB</i>
Councillor Rob Stewart (Vice Chair) – <i>Leader, Swansea Council</i>
Councillor Jan Curtice – <i>Mid & West Fire and Rescue Service</i>
Martyn Evans, <i>Head of Operations South West Wales – 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>
Adam Hill – <i>Deputy Chief Executive, Swansea Council</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>
Mark Brice – <i>Assistant Commissioner, South Wales Police and Crime Commissioners Office</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 Education Improvement & Learning</i>
June Burtonshaw / Mary Sherwood – <i>Cabinet Members 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>Executive Director of Public Health, Abertawe Bro Morgannwg University Health Board</i>
Hilary Dover – <i>Planning Group</i>
Vacancy – <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>
Steve Davies – <i>Mid & West Wales Fire & Rescue Service</i>
To be confirmed – <i>DVLA</i>
To be confirmed – <i>Swansea Learning Partnership</i>

Agenda Item 3



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

Committee Room 3A - Guildhall, Swansea

Tuesday, 12 March 2019 at 12.30 pm

Present:

David Bebb, Wales Community Rehabilitation Company
Mark Brace, Police & Crime Commissioners Office
June Burtonshaw, Swansea Council
Mark Child, Swansea Council (Minute 23-28)
Karen Cornish, Welsh Government
Jan Curtice, Mid & West Wales Fire & Rescue Service
Andrew Davies, ABMUHB (Minute 22-28)
Hilary Dover, PSB Planning Group
Hywel Evans, Regional Business Forum
Martyn Evans, Natural Resources Wales
Peter Greenslade, Mid & West Wales Fire & Rescue Service
Sian Harrop-Griffiths, ABMUHB
Adam Hill, Swansea Council
Mark Hurry, Department for Work & Pensions
Anna Jones, University of Wales Trinity St. David's
Martin Jones, South Wales Police
Erika Kirchner, Swansea Council
Amanda Lewis, National Probation Service
Clive Lloyd, Swansea Council (Minute 25-28)
Joanna Maal, South Wales Police
Philip McDonnell, Swansea Environmental Forum
Mike Phillips, PSB Research Group
Jennifer Raynor, Swansea Council
Mary Sherwood, Swansea Council

Apologies for Absence

Amanda Carr, Swansea Council for Voluntary Service
Dr Jane Davidson, University of Wales Trinity Saint David
Sandra Husbands, ABMUHB
Andrea Lewis, Swansea Council
Phil Roberts, Swansea Council
Gail Smith, Mid & West Wales Fire & Rescue Service
Rob Stewart, Swansea Council

Also Present

Leanne Ahern, Swansea Council
Allison Lowe, Swansea Council
Suzy Richards, Swansea Council

18 Election of Chair Pro Tem.

Resolved that Adam Hill be elected as Chair Pro Tem.

Adam Hill, (Chair Pro Tem) presided.

19 Disclosures of Personal & Prejudicial Interest.

No interests were declared.

20 Minutes.

Agreed that the Minutes of the Swansea Public Services Board – Partnership Group meeting held on 13 November 2018 be approved and signed as a correct record.

21 Joint Public Services Board Meeting. (Verbal)

Chief Superintendent Martin Jones outlined details of a joint report of the Critical Incident Group on Substance Misuse established by the two Public Services Boards of Neath Port Talbot and the City & County of Swansea. The report identified the actions to bear down on drug-related deaths in the region and to tackle the scourge of County Lines.

A considerable amount of work had been undertaken including changing services, outreach programmes, more clinics and waiting lists. The group would meet again in 6 months to look at the structure developed as a result of the report, and opportunities for strengthening what had already been achieved.

He went on to say that governance arrangements of the Area Planning Board would also be considered in order to streamline the reporting process.

Colleagues may wish to contribute to the questionnaire available in relation to the review of substance use services in Western Bay that had been commissioned by the ABMU Area Planning Board – Sian Harrop-Griffiths would circulate details.

Agreed that:

- 1) The report of the Critical Incident Group be circulated to the PSB Partnership Group;
- 2) The link to the questionnaire on substance use services in Western Bay be circulated to the PSB Partnership Group.

Andrew Davies (Chair) Presided

22 Public Questions.

There were no public questions.

23 Swansea Public Services Board Governance Review. (Verbal)

The Chair updated the Group on the current situation in relation to the ongoing Governance review. The review had been commenced in order to streamline the process and improve the structure of the PSB in order to make it more effective by focussing on the Wellbeing objectives by having a transparent, open, accountable and inclusive system.

The Governance Steering Group had met 3 times and developed draft terms of reference and a draft Memorandum / Statement of Understanding.

A general discussion ensued with the following points being raised:

- Only one PSB body in NPT made up of around 20 members, chaired by the Leader of the Local Authority together with the 4 statutory partners, 3rd sector and representation from Housing sector. NPT did not have core, planning or research groups;
- A measure was required to develop the work to make it more effective;
- In NPT each objective lead provided a report to the overarching partnership group. This allowed monitoring of progress and results had been achieved. Swansea PSB could learn from this process;
- NPT was also in process of a governance review.
- Regional Partnership Board governance review completed. As some of the work aligned and overlapped, hopefully it would avoid duplication;
- Initiatives such as poverty commission, human rights, healthy cities needed to be brought together and simplified.
- The risk register needs to focus on the delivery of the objectives whilst still acknowledging other potential risks;
- Task & finish groups be established with a small number of key representatives who would feed back to the partnership group;
- Carmarthenshire and Ceredigion had adopted a task orientated approach which has proved very successful. They also worked on a regional basis;
- An approach was required that could identify gaps in the delivery of the Wellbeing Plan;
- We need to challenge the way we work. The 5 ways of working should be embedded into each of our organisations;
- All of the administration for the PSB was falling on the Local Authority. Was there scope for other partners to provide assistance, not just financial, such as Human Resources or Personnel?
- A research group was still required in order to undertake the wellbeing assessments;
- A process for reporting back on schemes established such as transformation bids, Swansea Wellness Centre, etc would also be beneficial.

Agreed that:

- 1) The update be noted;

- 2) A further discussion take place at the next Core Group meeting on 12 April 2019.

24 Risk Tracker.

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

There was a general discussion around whether individual organisations had undertaken a mapping exercise of their objectives to inform the annual report in order to identify any gaps.

In addition it was queried whether an audit should be undertaken to establish what difference the Wellbeing Plan had made since its adoption.

Agreed that the update be noted.

25 Human Rights City. (Verbal)

The Chair reported that Dr Simon Hoffman, Associate Professor, Swansea University had undertaken the work on behalf of the Swansea Public Service Board, particularly the establishment of a Steering Group and Delivery Plan.

An aspirational vision statement was in the process of being considered and an action plan would be devised to link in with the Wellbeing Plan. Some delivery actions would be for individual organisations and some would be shared actions.

Agreed that

- 1) The update be noted.
- 2) An update/report be presented to a future meeting of the Public Services Board.

26 Measuring Our Nations Progress (BETA email consultation).

The Cabinet Member for Care, Health and Ageing Well reported on the consultation on proposals to set national milestones for Wales in relation to the Well-being of Future Generations (Wales) Act 2015.

He stated that he would be responding personally to the consultation and would share his views with the Board.

The Consultation was **noted**.

27 Welsh Government Assets -Ystradau National Assets Working Group.

The contents of the letter from the Cabinet Secretary for Finance were noted. It was suggested that the item be discussed in more detail at a future meeting as there were further opportunities around the Wellbeing objectives that could be included, such as active travel plans.

In addition, a paper on the Swansea Wellness Centre was due to be presented to the ABMUHB. It was suggested that the contents/outcomes be discussed at a future meeting of the Public Services Board.

Agreed that:

- 1) Ystadau Cymru Board be discussed at a future meeting;
- 2) An update on the Swansea Wellness Centre be discussed at a future PSB meeting.

28 Her Majesty's Prison and Probation Services (HMPPS) in Wales Partnership Report.

The report was noted.

The meeting ended at 1.49 pm

Chair

Agenda Item 5



Public Services Board Partnership Group – 14 May 2019

Governance Review

Purpose:	To set out Governance Review progress
Link to Well-being Objective:	Cross cutting
Recommendation(s):	It is recommended that: 1) The PSB engage with Scrutiny in developing the Governance Review 2) That draft work building on that undertaken to date is taken forward by the Steering Group (addressing areas such communications etc.)

1 Introduction

- 1.1 Following the discussion of proposals at the Core Group in December 2017 and June 2018, a steering group was established in October 2018 to explore options for a Review of Governance.
- 1.2 The Steering Group met on 6th November 2018 and 14th January 2019 with a sub group being set up to draft Terms of Reference and Memorandum of Understanding. This subgroup met on 24th and 30th January 2019. Governance Review was discussed by the Partnership Group on 12th March 2019.
- 1.3 This paper sets out the Steering Group's draft work to date which recommends consideration of a draft Terms of Reference, and draft Memorandum of Understanding which are attached as Appendices.

2 The Steering Group's Process

- 2.1 The Steering Group has undertaken a review of best practice across Wales. This examined the structures, terms of reference and experience of PSBs across Wales. Activities have also included the inclusion of the topic for discussion at the National PSB Co-ordinator's Unconference, a meeting of the Chair with Sophie Howe, Future Generation Commissioner and engagement with representatives of NPT and Bridgend PSBs.

3 Key Principles

- 3.1 The Steering group has identified key principles essential to achieve an effective review of governance.
- 3.2 The Governance Review is developed in line with the sustainable development principle's five ways of working
- **The Long term:** Balancing short-term needs with the need to safeguard the ability to meet long-term needs.
 - **Prevention:** Acting to prevent problems occurring or getting worse.
 - **Integration:** Making sure that each public agency considers the national well-being goals and the objectives of other public bodies when setting their own priorities.
 - **Collaboration:** Working with anyone that could help an organisation meet its well-being objectives.
 - **Involvement:** Involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the local area.
- 3.3 Accountability and the co-operation and collaborative engagement of all partners is key.
- 3.4 All organisations are committed to shared responsibility.
- 3.5 The PSB's activities are everyone's 'dayjob'.

The governance review aims to streamline the PSB governance arrangements and structure in order to improve accountability, achieve a more efficient use of resources and enable the PSB to focus on the delivery of priorities.

4 Terms of Reference

- 4.1 Terms of reference are required by statute. Swansea PSB currently uses an informal manual to meet this need. It is proposed that formal Terms of Reference are adopted which provide a clear legal context and structure for operation. A draft is attached for consideration in Appendix 1.

5 Memorandum of Understanding

- 5.1 In order to improve accountability there is a need to formally define the PSB's relationship with the various organisations that carry out the work of the Public Service Board and their responsibilities. This makes clear to staff at all levels of organisations that improving well-being by contributing to the Local Well-being Objectives is a part of the day-job.

- 5.2 A Memorandum of Understanding between the Statutory PSB and each organisation that works to collectively improve well-being in Swansea is a way to renew the commitment and buy in of all organisations. It also offers an opportunity to formally refresh the commitments that unite the many organisations that work collectively towards improving Swansea's well-being and set out the associated benefits.
- 5.3 A draft Memorandum of Understanding has been developed based on that used by the Future Generations Commissioner. This document is attached for consideration in Appendix 2.

Report Author: Suzy Richards

Organisation: Swansea Council

Appendices:

Appendix 1 – Draft Terms of Reference

Appendix 2 – Draft Memorandum of Understanding

DRAFT Swansea Public Services Board Terms of Reference

Agreed by Swansea Public Services Board on xx xx 2019

Prepared with reference to the Welsh Government Statutory Guidance: Shared Purpose: Shared Future

Status

1. Swansea Public Services Board (the Board) is a statutory board established by the Well-being of Future Generations (Wales) Act 2015. References to the Board are references to the members of the Board acting jointly. ⁱ

Purpose

2. The purpose of the Board is to improve the economic, social, environmental and cultural well-being of Swansea.
3. In pursuing this purpose the Board will contribute to the national well-being goals:
 - a) A prosperous Wales
 - b) A resilient Wales
 - c) A healthier Wales
 - d) A more equal Wales
 - e) A Wales of cohesive communities
 - f) A Wales of vibrant culture and thriving Welsh language
 - g) A globally responsible Wales
4. In conducting its business the Board will act in accordance with the sustainable development principle, acting in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs. ⁱⁱ
5. In exercising its functions, the Board must seek advice from its other partners and involve them in such manner and to such extent as it considers appropriate. ⁱⁱⁱ
6. In exercising its functions, the Board must take guidance issued by Welsh Ministers into account. ^{iv}

Main Tasks

7. The Board has the following main tasks (to be achieved within timescales as specified in the Well-being of Future Generations Act):
 - a) To prepare and publish an assessment of economic, social, environmental and cultural well-being in Swansea. ^v
 - b) To prepare and publish a Local Well-being Plan for Swansea setting out local objectives and the steps it proposes to take to meet them. ^{vi}
 - c) To prepare and publish an annual report that sets out the Board's progress in meeting the local objectives^{vii}
 - d) To invite participants to attend and participate in the business of the Board as appropriate^{viii}.
 - e) To review and revise its local objectives and if it has revised its local objectives it must amend the Well-being Plan ^{ix}.
 - f) To review its local objectives if directed to do so by Welsh Ministers and then amend the Well-being Plan in consequence of such a review. ^x
 - g) To attend Swansea Council's Scrutiny Programme Committee to provide information and assistance that enables the committee to discharge its responsibilities to scrutinise the work of the Public Services Board as defined in s35 of the Well-being of Future Generations (Wales) Act 2015. ^{xi}

Membership

Statutory Members

8. The statutory members of the Board are: ^{xii}
 - a) **City and County of Swansea**
 - b) **Swansea Bay University Health Board**
 - c) **Mid and West Wales Fire and Rescue Service**
 - d) **Natural Resources Wales**
9. The Representatives of the statutory members of the Board are: ^{xiii}
 - a) **City and County of Swansea (Leader and Chief Executive)**
 - b) **Swansea Bay University Health Board (Either the Chairman, Chief Executive or both)**
 - c) **Mid and West Wales Fire and Rescue Service (Either the Chairman, Chief Officer or both)**
 - d) **Natural Resources Wales (Chief Executive)**
10. Individuals must designate a substitute in the event that they are unable to attend a meeting of the Board. The Council Leader may only designate his substitute from the Council's Executive. ^{xiv}
11. Any substitutes should have the authority to make decisions on behalf of the named persons.

Invited Participants

12. The following persons must be invited to participate in the activity of the Board: ^{xv}

- a) The Welsh Ministers
- b) The Chief Constable of South Wales Police
- c) The South Wales Police and Crime Commissioner
- d) Probation services representative
- e) A representative of voluntary organisations
- f) Any other persons who the Board may be required to invite under regulations made by Welsh Ministers. ^{xvi}

13. Invited participants are not required to accept the invitation.

14. Invited participants are not members of the Board. They are entitled to;

- make representations to the Board about the content of assessments of local well-being, the local well-being plan and proposed amendments to the local well-being plan, to take part in Board meetings and provide other advice and assistance to the Board. ^{xvii}

15. In the event that an invited person is unable to attend a meeting of the Board they are required to designate a substitute but it is expected that substitutes will be authorised to make decisions and commitments on behalf of the invited person.

16. The Board may invite any other persons who exercise functions of a public nature to participate in the Board's activity, even if that person exercises other functions. ^{xviii}

17. Invited participants who are to be asked to join the Board will be agreed at a meeting of the Board and the form of invitation will be via a letter from the Chair setting out the reasons for the invitation and the expectations upon the invitee. The letter will set out to whom a response is to be sent. ^{xix}

18. Invited participants may participate in the activity of the Board from the date on which the response accepting the invitation is received by the person to whom it is to be sent and ending on the date on which the next ordinary election is held under s26 of the Local Government Act 1972 (c.70).

Other partners

19. The Board must seek advice from its other partners and otherwise involve them as it considers appropriate. Other partners are not members of the Board. ^{xx}

20. These partners will include, but are not limited to:

- a) A Community Council for a community in an area which (or any part of which) falls within the local authority area
- b) The Public Health Wales NHS Trust
- c) A Community Health Council for an area which (or any part of which) falls within the local authority area

- d) A National Park Authority for a National Park in Wales any part of which falls within the local authority area
- e) The Higher Education Funding Council for Wales
- f) An institution in the further education sector or the higher education sector situated in whole or in part within the local authority area
- g) The Arts Council of Wales
- h) The Sports Council for Wales
- i) The National Library of Wales
- j) The National Museum of Wales

Decision Making and Dispute Resolution

- 21. Board decisions are only valid when made jointly and unanimously by all statutory members (or their substitutes) and with all statutory members in attendance.
- 22. In the event of a disagreement between statutory members it is the responsibility of the Chair to convene a meeting to resolve the disagreement. In the event that a consensus cannot be reached at the meeting the Chair will appoint an independent mediator who must not be in the employment of the statutory members. The statutory members must co-operate with the mediator. The costs of mediation will be borne in equal shares by the four statutory members.

Quorum

- 23. The quorum of a PSB meeting is all of its statutory members. Each statutory member of the PSB must be represented at a meeting by the individual specified in section 9 or a substitute for that individual. ^{xxi}

Mandatory Meetings

- 24. The PSB will hold a meeting of the statutory members of the Board, chaired by Swansea Council, no later than 60 days after the date on which the Board is established. ^{xxii}
- 25. At this meeting the Board will:
 - a) Determine when and how often it meets.
 - b) Agree its terms of reference
- 26. Members will appoint the chair for subsequent meetings of the Board at the first meeting from the statutory members. In the event that there is no consensus as to the chair for subsequent meetings, the local authority will chair subsequent meetings.
- 27. Subsequent to each ordinary election of local government councillors, the Board will hold a “mandatory meeting” chaired by Swansea Council no later than 60 days after the date of each ordinary election of councillors. ^{xxiii}

28. At this “mandatory” meeting the Board must review its terms of reference, amend the terms of reference if so agreed and can choose to do so at any other meeting. Members will also appoint the chair for subsequent meetings of the Board from the statutory members. In the event that there is no consensus as to the chair for subsequent meetings, the local authority will chair subsequent meetings. ^{xxiv}

Ordinary Meetings

29. Ordinary meetings of the Board will take place, as a minimum, every X calendar months in accordance with Schedule 1. The Board may amend the schedule of meetings. ^{xxv}

Sub-groups

30. The Board is able to establish sub-groups to support it in undertaking its functions and the Board can authorise sub-groups to exercise its functions, excluding those set out in section 32 of this terms of reference. ^{xxvi}

31. Each sub-group of a PSB must include at least one statutory member of the Board, who will chair the sub-group, and may include any invited participant or other partner. ^{xxvii}

32. Sub-groups cannot: ^{xxviii}

- a) invite persons to participate in the Board’s activity under section 30 (of the Act);
- b) set, review or revise the Board’s local objectives;
- c) prepare or publish an assessment of well-being under section 37 (of the Act);
- d) consult under section 38 (of the Act) or to prepare a draft of an assessment under section 37 (of the Act) for the purposes of consulting;
- e) prepare or publish a local well-being plan;
- f) consult under section 43 (of the Act) or to prepare a draft of a local well-being plan for the purposes of consulting;
- g) review or amend a local well-being plan or to publish an amended local well-being plan;
- h) consult under section 44 (of the Act);
- i) agree that the Board –
 - (i) merges or collaborates with another public services board.
 - (ii) Collaborates with another board under section 48(1) (of the Act)

However statutory guidance, Shared Purpose: Shared Future 3: 37 states 'Whilst sub-groups cannot themselves be authorised to finalise and approve the assessment of local well-being, or the local well-being Plan, it is expected that they will play an important role in researching and developing those products in draft'.

Support

33. Administrative support for the Board is provided by Swansea Council. ^{xxix}

Statutory guidance, Shared Purpose: Shared Future 3:42-34 states 'The local authority must make administrative support available to the public services board. The Welsh Ministers consider administrative support would include:

- ensuring the public service board is established and meets regularly;
- preparing the agenda and commissioning papers for meetings;
- inviting participants and managing attendance;
- work on the annual report and
- preparation of evidence for scrutiny.

However it is for the board to determine how it will resource the functions it has to undertake, which are a responsibility of all the statutory members equally. It is for the board to determine appropriate and proportionate resourcing of the board's collective functions. There is nothing to prevent invited participants or other partners providing advice, assistance, and resources to the board in the form of analytical or professional expertise. They are not obliged to provide financial assistance but may do so if they consider that it is within their powers.

Wider Engagement

34. The Board will ensure the involvement of persons who are interested in the improvement of the areas of economic, social, environmental and cultural well-being and will consult such persons in the preparation of assessments and well-being plans. ^{xxx}

35. A copy of the well-being assessment, the well-being plan and each annual report will be sent to Swansea Bay University Health Board, Mid and West Wales Fire and Rescue Service, Natural Resources Wales, the Welsh Ministers, the Commissioner, the Auditor General for Wales and the council's relevant overview and scrutiny committee. ^{xxxii}

36. Meetings of the Board are open for the public to observe. The Agenda and Minutes of key subgroups will be published online

Scrutiny

37. The work of the PSB will be scrutinised by Swansea Council's Scrutiny Programme Committee who have set up a special panel to undertake this role. The Public Services Board Scrutiny Panel includes councillors as well as people responsible for holding other public bodies to account. This Committee must have the power;
- a) To review or scrutinise decisions made, or other action taken, by the Public Services Board for the local authority in the exercise of its functions
 - b) To review or scrutinise the board's governance arrangements
 - c) To make reports or recommendations to the board with respect to the board's functions or governance arrangements
 - d) To consider such matters relating to the board as the Welsh Ministers may refer to it and to report to the Welsh Ministers accordingly
 - e) To carry out such other functions in relation to the board as are imposed on it by this Act.
38. The scrutiny committee can require any statutory member of the board to give evidence, but only in respect of the exercise of joint functions conferred on them as a member of the board (as set out under section 7).
39. The scrutiny committee must send a copy of any report or recommendation it makes to the Welsh Ministers, the Commissioner and the Auditor General for Wales. ^{xxxii}
40. The Scrutiny Panel will decide what aspects of the Board's work they want to investigate and gather evidence including from the public, about the work that is being done. The panel's conclusions and recommendations are published in letters to the Chair of the Board who must then reply, also by public letter.

Merging and collaboration

41. The PSB may merge with other PSBs if it would assist it in contributing to the achievement of the well-being goals. ^{xxxiii}
42. The PSB may collaborate with another Board. ^{xxxiv}

ⁱ The PSB is created by s29 of the Well-being of Future Generations (Wales) Act 2015

ⁱⁱ S 36(3) of the 2015 Act

ⁱⁱⁱ S32(2) of the 2015 Act

^{iv} S38 of the 2015 Act

^v S 37 of the 2015 Act

^{vi} S 39 of the 2015 Act

^{vii} S45 of the 2015 Act

^{viii} S 30 of the 2015 Act

^{ix} S44(1) of the 2015 Act

^x S 44(2) of the 2015 Act

^{xi} S 35(3) of the 2015 Act

^{xii} Para 7(1) of Schedule 3 to the 2015 Act

^{xiii} Para 7(1) of Schedule 3 to the 2015 Act

^{xiv} Paragraph 7(1) (b) of Schedule 3 to the 2015 Act

^{xv} S30(1) of the 2015 Act

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- xvi S33(1) of the 2015 Act
 - xvii S30 (4) of the 2015 Act
 - xviii S30(2) of the 2015 Act
 - xix S31(3) of the 2015 Act
 - xx S32(2) of the 2015 Act
 - xxi Paragraph 1 Schedule 3 of the 2015 Act
 - xxii Paragraph 2 Schedule 3 of the 2015 Act
 - xxiii Paragraph 3 Schedule 3 to the 2015 Act
 - xxiv Paragraph 4(3) (4) Schedule 3 of the 2015 Act
 - xxv Paragraph 4 Schedule 3 of the 2015 Act
 - xxvi Paragraph 4(2)(f) of the 2015 Act
 - xxvii Paragraph 6(1) Schedule 3 of the 2015 Act
 - xxviii Paragraph 6 (3) Schedule 3 of the 2015 Act
 - xxix Paragraph 5 Schedule 3 of the 2015 Act
 - xxx Paragraph 4 (e) Schedule 3 of the 2015 Act
 - xxxi S37 (7) S39(8) and s 45(5) of the 2015 Act
 - xxxii S35(2) of the 2015 Act
 - xxxiii S47 of the 2015 Act
 - xxxiv S48 of the 2015 Act

Schedule 1 :Procedure for Meetings

1. Ordinary meetings of the Board will take place as a minimum, every X calendar months. The meetings will take place as follows;
Date

Date

Date

Date
2. The Council will give at least fourteen clear day*s notice of any meeting by contacting all statutory members of the Public Services Board by email. Papers will be sent out a minimum of seven days before any meeting of the Board.
3. Any statutory member of the Board shall be entitled to give written notice to the Chair at least 10 clear days before the date of the next meeting that he/she wishes an item relevant to the functions of the Public Services Board to be included on the agenda for, and be discussed at, a meeting of the board.
4. Meeting procedures should include
 - Welcome and apologies
 - Declaration of Interests
 - Minutes of the last meeting
 - Progress on well-being objectives
 - Forward Plan

Schedule 2: Structure

The Public Services Board consists of four statutory members. However invited participants and other partners participate in the activities of the board. The structure by which they do so is set out below.

The PSB Joint Committee

- This includes the legal entity that is the **Public Services Board** in statute. This consists of four statutory members
 - Swansea Council
 - Swansea Bay University Health Board
 - Mid and West Wales Fire and Rescue
 - Natural Resources Wales

-
- The PSB Joint Committee also includes invited participants as defined in statute and appropriate organisations identified by the statutory members.
 - It's role is one of ratification and advocacy of the PSB's priorities

Coordination of the Local Well-being Objectives

- Responsibility for the co-ordination of each of the Local Well-being Plan's four outcome based Local Well-being Objectives lies with one of the four statutory members. This will include all the administrative and support arrangements.
 - Early Years – ABMU
 - Live Well, Age Well – Swansea Council
 - Working with Nature – Natural Resources Wales
 - Stronger Communities – Fire and Rescue

Administrative Support

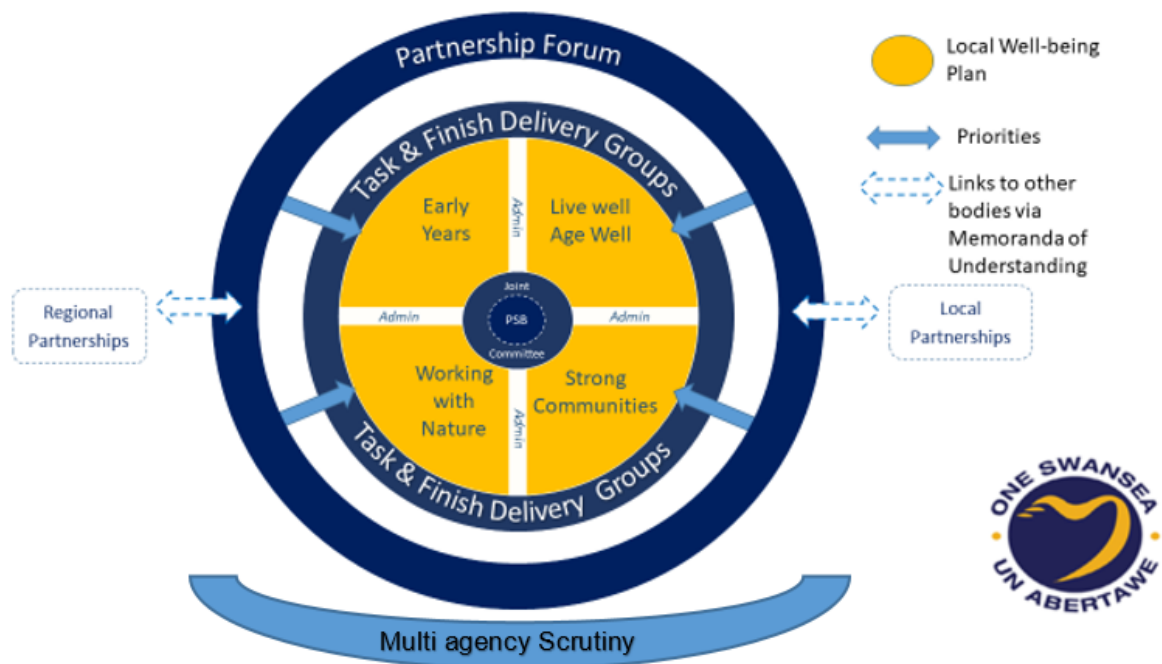
- Swansea Council will provide an administrative role supporting statutory members of the Public Services Board to discharge their legal responsibilities. This is in line with the Local Authority's statutory duty to support the PSB.
- Statutory members co-ordinating the delivery of the Local Well-being Objectives will service their area in the spirit of co-operation but will be supported by Council Administration to ensure that their work is fully integrated across the PSB

Task and Finish Delivery Groups

- Task and finish delivery groups will deliver the Local Well-being objectives, and steps. Each group will sign up to common terms of engagement and be led by Objective/Step Leads (with a common role description).
- Task and finish Groups to work on other tasks such as planning and research can be established and stood down from a pool of contacts via the **Partnership Forum** as required.

The Partnership Forum

- This group provides a mechanism for all partners to engage, raise issues and report progress etc.



Schedule 3: Responsibilities

Statutory members and invited participants must:

- a) Ensure that any designated representatives attending meetings of the Board should have the authority to make decisions on behalf of their organisation
- b) Provide information that the Board requests about any action they take that may contribute to achieving the well-being goals. However they are not required to provide information if;
 - they consider it would be incompatible with their duties
 - it had an adverse effect on the exercise of their functions
 - they were prohibited from providing it by law
- c) Provide the board with written reasons for the decision if it is decided not to provide information that the board has requested
- d) Provide any evidence requested by the Council's designated scrutiny committee but only in respect of the exercise of joint functions conferred as a member of the Board

Each Statutory member who commits to coordinating the integrated delivery of a Local Well-being Objective ensuring the group meets, delivers and reports on progress.

Schedule 4: Best practice

Committed and consistent attendance by the right people has been identified as a key success factor by partners. Statutory members and invited participants should do all that they can to fulfil this ideal.

As a statutory member or invited participant you should demonstrate leadership by:

- a) Ensuring that you understand the sustainable development principle and by adopting the five sustainable development behaviours into your day to day work
- b) Ensuring that you are aware of the commitments that underpin the work of the Board and are able to take positive steps to promote them within your organisation
- c) Reflecting on and adopting the public service leadership behaviours developed by Academi Wales
- d) Contributing to shared planning and resourcing to deliver the wellbeing objectives and other priorities agreed by the Board

Memorandum of Understanding between Swansea Public Services Board and Organisation X

1. Why we need a Memorandum of Understanding

1.1 Swansea Public Services Board (“the Board”) recognises the value of setting out clear arrangements regarding the relationships between the various organisations that work together to deliver the Local Well-being Plan’s Local Well-being Objectives.

A diversity of organisations contribute to the improvement of well-being in Swansea through the Public Services Board. They include statutory members, invited participants and other partners from the public, private and third sectors. Roles and responsibilities vary considerably as do the relationships and involvement of each organisation.

2. The Memorandum of Understanding’s purpose

This memorandum of understanding aims to

- Recognise shared commitments and common principles
- Provide clarity on how the governance of independent delivery groups interacts with the governance structure of the PSB
- Enable each organisation and their staff to understand how they relate to the PSB on a strategic level and how any operational commitments to take joint action are related to the PSB.
- Streamline decision-making and accountability improving integration
- Provide a pathway to appeal for the PSB to act as an advocate and assist in gaining buy in at a high level across public services, unblocking issues and overcoming challenges.

3. Our responsibilities

3.1 Swansea Public Services Board’s **statutory members** are collectively responsible for fulfilling the Board’s statutory duties under the Well-being of Future Generations Act (Wales) 2015.

However, they will not and cannot work in isolation as other bodies and organisations in the area have a significant contribution to make and fully participate in the work of the board (subject to the unanimous agreement of the statutory members in relation to statutory duties (e.g. to publish assessments of local well-being, local well-being plans and annual progress reports).

3.2 **Invited participants** having accepted an invitation to participate in the Board's activity will work jointly with the board on anything the Board does under its well-being duty. This means they are entitled to make representations to the board about the assessment of well-being and local well-being plan, take part in its meetings and provide other advice and assistance.

3.3 The Board is also required to engage with **other partners** in the area who have a material interest in the well-being of the area, or who deliver important public services, in the preparation implementation and delivery of the work of the Board. It is for the board to consider what public bodies it wishes to invite to participate in its work as invited participants and the manner in which it intends to involve them.

3.4 All organisations involved in the work of the Board take on responsibility to play their part in improving Swansea's well-being via the work of the Board regardless of if this commitment is a legal duty or a voluntary commitment made with goodwill.

3.5 The PSB Joint Committee (which includes the statutory Public Services Board) meets at least every X months to carry out the strategic work of the PSB. It is assisted in this role by Partnership Forum (where statutory members work with invited participants and other partners to ensure the integration of the Local Well-being Plan's Local Well-being Objectives).

Each Local Well-being Objective is to be coordinated by a Statutory Member in order to ensure effective delivery by delivery groups. Integration will be ensured via the Partnership Forum.

4. The principles that guide our work

4.1 The Board will make a difference by ensuring that public services are working together to address common priorities.

4.2 The sustainable development principle underpins all the Board's activities. This means working to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs.

4.3 All organisations agree to apply the sustainable development principle by applying the five ways of working in relation to their participation in the work of the Board.

- **The Long term:** Balancing short-term needs with the need to safeguard the ability to meet long-term needs.
- **Prevention:** Acting to prevent problems occurring or getting worse.

- **Integration:** Making sure that each public agency considers the national well-being goals and the objectives of other public bodies when setting their own priorities.
 - **Collaboration:** Working with anyone that could help an organisation meet its well-being objectives.
 - **Involvement:** Involving people with an interest in achieving the well-being goals, and ensuring that those people reflect the diversity of the local area.
- 3.4 All organisations agree to maximise their contribution to the National Well-being Goals in all joint activity undertaken in relation to the Board.
- 3.5 All organisations are committed to shared responsibility. The PSB's activities are everyone's 'day-job'.

4. Our Commitments

4.1 Underpinning the work of the Board is a set of commitments that all board members, invited participants and other partners sign up to when they join. These commitments are above and beyond the legal duties that the different organisations have.

- **Healthy City Status**

Swansea is part of the Healthy Cities network promoting good health and addressing health inequality in our communities

- **Swansea as a Human Rights City**

Swansea Public Services Board supports the development of a Human Rights City approach in Swansea.

- **Children and Young People's Rights**

The Board is committed to making sure that services have a positive effect on children and young people in Swansea and have embedded the United Nations Convention on the Rights of the Child (UNCRC) into the way we set our policies

- **First 1000 Days**

Swansea Public Services Board has joined the First 1000 Days collaborative which supports families throughout pregnancy and the first two years of life.

- **Age Friendly Cities and Communities**

The Board endorses the principles and actions set out in the Dublin Declaration on Age-Friendly Cities and Communities in Europe.

- **Good Practice in Public Engagement**

The Board endorses the National Principles for Public Engagement in Wales and will follow them in all engagement and consultation. The Board is committed to engaging people who are interested in improving local well-being in the

development of both the Well-being Assessment and the Well-being Plan and will strive to reflect the diversity of the population when doing so.

- **Participation of Children and Young People**

The Board is committed to the principles of the National Standards for Children and Young People's Participation.

- **Armed Forces Community Covenant**

The Board is committed to the Armed Forces Community Covenant and to nurturing understanding and awareness amongst the public of the issues affecting the armed forces community.

- **Convention on Biological Diversity**

The Board is committed to delivering against the principles of the Convention on Biological Diversity as set out in the adopted Swansea Local Biodiversity Action Plan 2005.

- **One Public Sector**

The Board is committed to a culture that cuts across organisational boundaries and sectors. Where everyone involved in the delivery of public services in Wales is part of this common endeavour, sharing common values and working together for the benefit of the people of Wales.

- **Tackling Poverty**

A commitment to tackling poverty has been suggested by Scrutiny and the Cabinet Portfolio holder as part of the Local Well-being Plan's Consultation process.

5. How we will work

5.1 All statutory members or public bodies subject to the well-being duty must comply with the Well-being of Future Generations (Wales) 2015 Act and associated statutory guidance must:

- a) Ensure that any designated representatives attending meetings of the Board should have appropriate authority to make decisions on behalf of their organisation
- b) Provide information that the Board requests about any action they take that may contribute to achieving the well-being goals. However bodies are not required to provide information if;
 - they consider it would be incompatible with their duties
 - it had an adverse effect on the exercise of their functions
 - they were prohibited from providing it by law
- c) Provide the board with written reasons for their decision if they decide not to provide information that the Board has requested

- d) Provide any evidence requested by the Council's designated scrutiny committee but only in respect of the exercise of joint functions conferred as a member of the Board

5.2 Committed and consistent attendance by the right people has been identified as a key success factor by partners. Organisations should endeavour to do all that they can to fulfil this ideal.

5.3 In addition, all representatives of organisations participating in the work of the Board agree to demonstrate leadership by:

- a) Ensuring that they understand the sustainable development principle and adopt the five sustainable development principle's ways of working.
- b) Ensuring that they are aware of the commitments that underpin the work of the Board and are able to take positive steps to promote them within their organisation
- c) Reflecting on and adopting the public service leadership behaviours developed by Academi Wales
- d) Contributing to shared planning and resourcing to deliver the wellbeing objectives and other priorities agreed by the Board

6. Working Together

6.1 The Local Well-being Plan's Local Well-being Objectives and the steps to deliver its actions will be delivered via Objective Delivery Groups. These groups will each be led and co-ordinated by a statutory member which will include all the administrative and support arrangements.

6.2 Objective Leads will be responsible for co-ordinating and reporting the work of organisations within the delivery group. Each Step will have a designated Step Lead who reports information to the Objective Lead.

6.2 Objective Delivery Groups can include existing multi-agency groups with additional commitments and responsibilities which are delivered in addition to the work they voluntarily agree to deliver on behalf of the Board.

6.3 In all cases, members of Objective Delivery Groups commit to deliver and report on any actions they collectively agree to undertake on behalf of the Board.

6.4 All Objective Delivery Groups have the right to request an item is considered for consideration by the Board. This provides Objective Delivery Groups with a clear pathway to escalate opportunities to gain multi-agency support at the highest level or highlight any risks or issues which would benefit from multiagency solutions, advocacy or support at a strategic level.

7 Accountability

7.1 Statutory members of the Board are held to account by Swansea Council Scrutiny although invited participants and other partners can provide evidence if they choose to do so. Formally the responsibility for scrutinising the work of the Board is with Swansea Council's Scrutiny Programme Committee. They have set up a special panel to undertake this role. The Public Services Board Scrutiny Panel includes councillors as well as people responsible for holding other public bodies to account.

7.2 This scrutiny panel will decide what aspects of the Board's work they want to investigate and gather evidence, including from the public, about the work that is being done. The panel's conclusions and recommendations are published in letters to the chair of the Board who must then reply, also by public letter.

7.3 Each Statutory member takes on responsibility for the coordination of a Local Well-being Objective. This includes the convening of a group to deliver the objective and identification of an Objective lead (responsible for reporting on the objective) and Step Leads (responsible for reporting on progress to each step).

This memorandum of Understanding has been agreed by Swansea PSB and Organisation X acting as a Invited Participant/Other Partner/Statutory Member

On Date

.....
Chair of Swansea PSB

.....
Representative of Organisation

Suicide and Self-Harm Prevention – Swansea & NPT Update Report April 2019

1. Background

Suicide is a major cause of death among the 15 to 44 age group. Between 2013 and 2017 the overall suicide rate across Swansea Bay HB was in line with the national average. However, suicide rates for Neath Port Talbot (NPT) for this period, continued to increase and is the only local authority in Wales which is statistically significantly above the Welsh national average at 15.8 per 100,000. During that period, 126 suicides were recorded for Swansea. Hence the need to take action.

Suicide is a tragic event which deeply affects many people and communities. There is rarely a single reason and it is usually in response to a complex series of factors that are contextual to the individual. However, suicide is largely preventable if risk factors at the individual, group, and population level are effectively addressed. This means that collective action is needed to tackle the issue.

Talk to Me 2 (T2M2) is the national strategy and action plan to prevent suicide and self-harm in Wales. The overall strategic aims being to:

- Reduce the suicide and self-harm rates in the general population in Wales; and
- Promote, co-ordinate and support plans and programmes for the prevention of suicidal behaviours and self-harm at national, regional and local levels.

All local areas are required to have an action plan. Until now NPT and Swansea have not had an integrated, multi-agency strategy or action plan although many agencies and organisations are involved in work locally that deals with and aims to prevent suicide and self-harm. Local activity has reported directly to the Mid and West regional implementation group but work has largely been conducted in isolation.

In response to the need to take collective and co-ordinated action to address the issue in light of the continued high suicide rate locally, a Task & Finish Group (T&FG) was set up to initiate a conversation around suicide locally and garner support to take collective action to address the issue of suicide across Swansea Bay. The Task & Finish Group included representatives from ABM UHB (now Swansea Bay UHB) Mental Health Delivery Unit, Swansea CVS, NPT CVS, Swansea and NPT Social Services, South Wales Police and Public Health Wales.

2. Summary / outline of the event

The workshop was held between 10am-3pm on the 11th March 2019 at Baglan Community Church and was facilitated by Public Health Wales.

The event was opened by Andrew Davies, Chair of ABMU Health Board followed by a number of key speakers with different experiences of and perspectives on suicide & self-harm prevention to set the agenda for the day. This was followed by a series of workshops focussed around the six strategic objectives within the T2M2 strategy.

- **Representation**

The T&FG made every effort to ensure representation and inclusion from as wide a range of agencies, sectors, individuals and groups possible that have an interest and role in preventing

suicide and self-harm. This included those with lived experience of suicide and self-harm. There was a great deal of interest in the event and more than 70 people attended, representing nearly 40 different organisations/agencies from across different sectors and interest groups, including those with lived experience of mental health issues. (A full list of those represented are given in appendix 2). We had many more wishing to attend than we could accommodate as well as others who wanted to attend but were unable to on the day.

Although there was good representation from across the area and sectors, it was recognised that some key stakeholders were not represented on the day. These included primary & community care, education services, British Transport Police, Ambulance Service and the Coastguard. Some of these registered an interest in being involved in the work but were not able to attend on the day.

• **Scene Setting**

A range of speakers gave presentations during the morning (see Agenda Appendix 1). This set the scene for the afternoon workshops. An account and visual map was created by Scarlet Design capturing the key messages (see below).



• **Group work**

During the afternoon, attendees were asked to contribute to a series of 6 workshops, facilitated by the T&FG members, speakers and other volunteers, themed around the T2M2 strategic objectives. The aim was to ascertain what was already taking place across the region, what further work was required and where we should focus efforts. Following this, attendees were requested to suggest who should be involved and what the next steps were. The key messages from each workshop are listed below.

1. Awareness and understanding of suicide

In the region there is a good local primary mental health service and pockets of good training available. However, attendees felt that access isn't equitable across the region nor person-centred. There was a feeling that suicide prevention needed greater resource and greater access to guidance and advice when someone felt suicidal. It was felt that there was a need for greater support from strategic managers and that people with lived experience should be key contributors to any development work. Primary care and the Coastguard were also identified as a key stakeholders to taking this work forward.

2. Appropriate and timely responses to crises, early intervention and management

Across Swansea Bay there was a sense that we have responsive emergency services and a wide range of services available. However, there was also a feeling that citizens required improved access to primary care and that a more appropriate 24-hour service was needed as part of crisis management. Again, it was felt that individuals with lived experience were fundamental to any service design and work should be progressed to improve access to primary care.

3. Care and support for those bereaved or affected by suicide

It was felt that there were a range of excellent services and support available to families bereaved by suicide and unexplained death. However, it was felt that there was need to better coordinate these services to ensure that families could source them easily. Attendees also felt there was a need for greater community development work around resilience, understanding suicide and outreach. A range of stakeholders were suggested to take these recommendations forward.

4. Working with and supporting the media

There was limited feedback regarding what was working well with the media across NPT and Swansea. However, it was considered an asset that so many people wanted to attend the workshop and contribute to the agenda. Attendees unanimously agreed that across the workforce there is very little media skills and training opportunities across all service areas. However, there was also a consensus that when an incidence of suicide occurs, that one single agency should take the lead on dealing with the media on behalf of the partnership. There was also a feeling that more needed to be done in communicating sustained positive messages and good news; and a more proactive approach to reducing suicide and improving population wellbeing.

5. Reducing access to means of suicide

Supermarkets were recognised for their good controls around harmful products and articles. It was also noted that there were some examples of initiatives aimed at steering suicidal individuals away from certain areas with relevant materials displayed. While there were a number of pragmatic suggestions to reduce access to means of suicide, they were limited in their relevance to our target population in Swansea Bay given the preferred means being hanging. Fundamentally however, the groups advocated that in fact more work needed to be done to encourage men to talk and access support for any mental distress. Primary care and pharmacists were identified as the key stakeholders in this area of work.

6. Supporting research, data collection and monitoring.

There was an extensive list of various gaps in terms of local intelligence around suicide. This primarily centred on understanding how suicidal individuals interacted with services prior to their death and the range of interventions that they were offered or received. There was a consensus that more was required to reduce bureaucratic barriers in sharing information in areas of risk and that, similar to Bridgend, there was a need to develop a 'quick time' retrospective case review process to review cases where individuals had taken their lives.

• Ask & Offers

During the workshop, all attendees were encouraged to post an 'Ask' and 'Offer'. This was designed to elicit what contributions or support people needed to take action in this area alongside what assets or contributions they could make, with a view to aligning these where possible. This is as yet incomplete as it is also being collected as part of the post-event feedback.

In terms of 'Asks' these centred around:

- The need to prioritise and raise awareness of suicide prevention
- Support needed by the third sector, where there is good practice, to maintain current activity/services
- The need for training that isn't too costly in order to develop the workforce and improve practice.

In terms of 'Offers', these included:

- One organisation offering to develop mental health resources which included a directory of services.
- An offer to run and deliver a quality assured and accessible training programme to meet the needs of the workforce.
- Overall, a strong theme of willingness to collaborate and do more to prevent suicide across the region.

3. Event feedback

Further feedback and contributions are awaited and will be collated as part of the final report. This includes further illustrative work produced by Scarlet Design.

4. Next Steps

- Final event report to be produced, shared with T&FG and finalised for wider sharing, including with participants from the event. This will form the basis of next steps.
- Need to ensure all key stakeholders are engaged and able to contribute (e.g. Ambulance Service, Primary & Community Care Services, Educational Settings/Reps, British Transport Police and Coastguard).
- Commitment to provide organisational time to support this work will be crucial to taking this forward.
- Need to ensure that those with lived experience are fully engaged and involved in this work as part of co-designing, co-producing, co-delivering a fit-for-purpose action plan and future initiatives.
- Need to agree appropriate governance & reporting for this work, to ensure collectively agreed actions are progressed and momentum maintained.
- A Multi-Agency Steering/Action Group is to be formed, tasked with leading on an integrated action plan for the Swansea Bay area.
- An integrated, multi-agency action plan/strategy to be developed by October 2019 that helps to inform and direct collective action across the Swansea Bay area.

5. Summary

The suicide rate in Wales in 2017 was higher than in the majority of years since 1981 and it is the most common cause of death for men aged 20-49 years. Swansea suicide rates are in line with the Wales average. Its effects are felt beyond the individuals themselves and their families but in communities and society more broadly. Yet it is preventable.

Making a difference to suicide and self-harm levels through a preventative approach will mean addressing a number of factors and issues that contribute to a lack of mental wellbeing and resilience, including areas such as poverty, social isolation/loneliness, connectedness/belonging, stigma and discrimination, employment and sense of purpose.

There is a great deal of willingness and enthusiasm across sectors and organisations, to collaborate and take collective action to reduce the number of suicides in the local area. This includes people with lived experience, as part of an asset based co-productive approach.

**Report Authors:
Jennifer Davies & Claire Fauvel
Swansea Bay Public Health Team**

Appendix 1

Agenda & Key Highlight Messages from Speakers

10:00	<p>Opening Remarks - Dr Andrew Davies Chairman of ABMU HB Welcomed everyone. He expressed why the work was so important and gave his endorsement for the event and the work that would result from coming together to focus on suicide and self-harm in Neath Port Talbot and Swansea.</p>
	<p>The National and Local Perspective - Professor Ann John; Swansea University Provided an overview of the data relating to NPT and Swansea, as well as the national policy context. She highlighted that suicide is largely preventable and through undertaking preventative action there will be an impact on other adverse experiences and inequalities. Appropriate responses to suicide can affect future help seeking behaviour and that there are a range of risk factors that make some individuals more vulnerable to attempting suicide and these were described. The trend in Wales is that men from lower socio-economic backgrounds, living in deprived areas, are more likely to take their own lives than those living in affluent areas. Ann went on to list the priority people and places and provided a format to focus local activity to address suicide and self-harm behaviour, highlighting the importance of having an action plan to galvanise and co-ordinate efforts across the system.</p>
	<p>How a UK Suicide Crisis Centre Has Achieved Zero Suicide - Joy Hibbins, Founder and CEO, Suicide Crisis Centre Joy provided an overview of the suicide crisis centre model in Gloucester based on her own lived experience of mental health crises. The centre provides 1-1 appointments, home visits and emergency phone lines and aims to place a safety net around their clients. The centre's ethos is one of developing a professional relationship but with care. It provides crisis interventions and not counselling and the strength of the service is that it gets behind the client and holds them so 'they do not fall'. The centre prides itself on its client led approach which provides an enhanced sense of control and reduces feelings of vulnerability for the individual. Consistency of staff for clients is deemed very important and is maintained.</p>
AM	<p>Socioeconomic Disadvantage and Suicidal Behaviour - Executive Director Sarah Stone; Samaritans Cymru Highlighted that people who are socioeconomically disadvantaged, who live in areas of socioeconomic deprivation or are unemployed are 2-3 times more at risk of suicidal behaviour and that men are more susceptible to economic disadvantage. Equally a sense of belonging is important and a lack of belongingness increases the risk of suicidal behaviour / ideation. Sarah highlighted their report and recommendations, advocated that we need community groups and outreach as part of place based approach to suicide prevention and early intervention. Also that there must be compassionate approaches and responses to poverty and more must be done to intervene on the impact of poverty and ACE's, given that ACE's is known to increase the risk throughout adulthood.</p>
	<p>Suicide Prevention in Bridgend - Superintendent Claire Evans; South Wales Police Key stakeholders in Bridgend developed an action plan in March 2018 following several suicides locally and hence a need for a plan that was bespoke to their situation. The governance structure to the PSB was established via the Community Safety Partnership and there are links to the safeguarding board. The work focussed on four key developmental objectives namely; 1. an improved ability to share data quickly; 2. Enabling timely case reviews; 3. the sustainable promotion of support and signposting; and 4. to develop and evaluate an integrated referral pathway. It was quickly identified that primary care was an important stakeholder in the suicide review group and there has been supportive engagement from ABMU HB around this. The Bridgend model for suicide prevention was bespoke to the needs and context of the county and is not necessarily replicable for other areas policed by South Wales Police.</p>
	<p>Perspective from the Coroners Service - Coroners Case Manager; Sian Thomas</p>

	<p>Sian provided an overview of the procedure and processes around investigating sudden or unexplained deaths. Inquests usually conclude within 6 months unless the cases are more complex. In Neath Port Talbot and Swansea there is an average of 1 death per week by suicide and this appears to be increasing. In order for a Coroner to determine that a death was suicide, the Coroner must have evidence that the deceased fully intended to take their own life. In Neath Port Talbot and Swansea there are a number of common factors that contribute to suicide. These include: relationship breakdown, lack of coping mechanisms, mental health issues, feeling unsupported, substance misuse, social media and contagion.</p>
	<p>Time to Change - Stephen Lewis, Time to Change Champion Time to Change is a national campaign that challenges mental health stigma and discrimination. Around 1 in 4 people will experience a mental health problem at some time in their life. A mental illness affects how people think, feel and behave. All of us know or work with someone who has experienced a mental health problem and 9 out of 10 people with a mental health problem will experience stigma and discrimination. Stigma is a form of prejudice which can set a person apart from everyone else. Stigma is always negative.</p> <p>Stephen gave a very personal and private account of his experiences of having mental health problems in the form of anxiety, mania and suicidal behaviour, as well as the stigma and discrimination he has faced.</p>
12:20	LUNCH
PM	<p>The Swansea / Neath Port Talbot Approach (Group work round table exercise) Key theme areas for discussion:</p> <ol style="list-style-type: none"> 1. Awareness and understanding of suicide and self-harm [How do we increase awareness and understanding of suicidal behaviour among the public, and also recognition of the importance of suicide prevention efforts] 2. Appropriate and timely responses to crises, early intervention and management [How do we identify and respond to individuals that are suicidal and how do we increase help seeking behaviour] 3. Care and support for those bereaved or affected by suicide [How do we increase effective support and advice for those affected by suicide] 4. Working with/supporting the media [What do we need to do locally to ensure the responsible reporting and portrayal of suicide] 5. Reducing access to means [What can we do to reduce the lethal means for suicide among those who are impulsive] 6. Supporting research, data collection and monitoring [What is missing from what we already know and how do we get it?]
	<p>Plenary Discussion Panel of Speakers and Workshop Facilitators</p>
	<p>Summing Up and Next Steps Sandra Husbands, Executive Director of Public Health</p>
15:00	CLOSE

Appendix 2

Agencies/Organisations Represented

Organisation	
CRUSE Bereavement Care	Coroners Service
Mid & West Fire & Rescue Service	Suicide Crisis Centre; Gloucester
South Wales Police	Swansea University
Gower College	Barod Cymru (substance misuse support organisation)
G4S (security services company)	Gwalia Housing
Carmarthen Council	TATA Steel Europe
ABM Public Health Team	NPT MIND
Christians Against Poverty UK (CAPUK)	Stop Smoking Wales
ABM Public Health Team (Healthy Schools)	Bulldogs, Baglan Boxing Club
Relate (relationship support charity)	Gofal (mental health & wellbeing charity)
Hafal (mental health charity in Wales)	Swansea MIND
ABMU HB – MH & LD Delivery Unit	British Red Cross
Swansea City Council	Time To Change Wales
NPT County Borough Council	Time To Change Champion (lived experience of suicide)
Network Rail	Public/patient representatives (with lived experience of mental health issues)
Family Housing Association (FHA)	Action for Children
Ethnic Youth Support Team (EYST)	Samaritans
NPT Community Voluntary Services	African Community Centre, Swansea
Crisis Skylight South Wales	NPT Council – Youth Service
Swansea Community Voluntary Services	Thrive Women’s Aid (domestic abuse organisation)

Agenda Item 8



To/

**Professor Andrew Davies
Chair of Swansea Public Services
Board**

*Please ask for:
Gofynnwch am:*

*Direct Line:
Llinell Uniongyrochol:*

*e-Mail
e-Bost:*

*Date
Dyddiad:*

Overview & Scrutiny

01792 636292

scrutiny@swansea.gov.uk

24th April 2019

BY EMAIL

Summary: This letter is from the Public Services Board Performance Panel. It follows the meeting on 3rd April 2019 looking at the Early Years Objective and Public Services Board Governance, we also had the Statutory Member Q&A.

Dear Professor Davies,

On 3rd April 2019 the Panel met with yourself, Gary Mahoney (Early Years Progression Officer), Allison Williams (Family Resource Manager), Paula Davies (Health Visiting Lead for Swansea), Alison Jones (Flying Start Link Teacher) and Claire Fauvel (Principal Public Health Practitioner).

We are grateful to all officers for taking time to attend this meeting considering their busy schedules and for giving us the opportunity to ask questions and provide feedback on the Panels thoughts.

Statutory Member Question and Answer Session

We are grateful to you for attending and answering questions.

We heard how the Well-being Plan, when it was developed reflected where the Public Services Board (PSB) was at the time and the process involved in developing it was largely dictated by legislation and timescales. We were told that if the PSB was being set up now, it would likely be done differently and more time would be allowed for relationships to be established.

We were told that PSBs have developed in complex ways with some organisations such as Natural Resources Wales sitting on multiple PSBs and contributing to every one of them. We feel that this is unreasonable and ineffective for those organisations who have to do this. When asked about the option to make PSBs regional you said that there were no imminent plans for this to happen.

You explained that the Governance Review you will propose should simplify the structure and aims to streamline the work which is currently being undertaken. We look forward to seeing how this is received by the other members.

We heard that time frames need to be reviewed to ensure that the work which is being undertaken is 'smart' and there is clarity in the framework which is currently in place. You also said the work streams are being reviewed and that leadership is being looked at to make sure it is effective. We were told that a new structure could improve long term strategic aims and contribute to changes but this is still at an early stage, we are interested to see how this develops over the next year.

When asked about scrutiny, you explained that effective governance requires effective scrutiny and that this leads to improved decision making and a raised profile of the issues being scrutinised. The Panel are glad that the role and importance of scrutiny is recognised.

We expressed a concern that accountability can be difficult as the scrutiny of an individual organisations performance is not the purpose of the scrutiny undertaken, but rather that organisations performance in relation to the PSB aims and objectives. You agreed and explained that making multi-agency decisions is difficult due to the sometimes contrasting aims of the PSB and the organisation. We agree that this is an ongoing issue.

In previous meetings we have stated that the PSB can take up a lot of officer time without having the associated financial support for the work. You accepted that although the financial input from organisations is minimal, the impact on officer time to deliver and organise the work (especially in relation to report development) can be quite high. The issue of pooled budgets was raised again which the Panel support, but you explained that although this could be an option it needs to come after relationships and processes are developed and that these processes need to be developed in the best interests of the Service Users.

Early Years Objective

We had a very thorough presentation from some of the workers delivering under the Early Years Objective. The amount of work which is being undertaken within Early Years is very impressive. We heard how the work aims to cover pregnancy to a child's second birthday in the first instance but there is recognition that work like this is essential during a child's younger years in general. We know that investment in Early Years is most effective, both for the wellbeing of the child and in relation to financial investment and we feel this is the kind of preventative work which should be being undertaken.

We heard how the work which is being delivered is very collaborative and includes senior figures and commitments from Police, Health, Council and a range of other organisations. We were told that the 'Healthy Hearts. Happy Faces' was an excellent example of truly collaborative work which could not have been achieved by one organisation on its own. As a result of social media use, which is easily accessible to

many people, there is huge attendance at events like the Teddy Bears Picnic and National Play Day, this is very positive.

We were told how there is more focus now on physical literacy encouraging confidence, competence and motivation in relation to movement for children. We heard how children need to be taught and nurtured to use and maintain these skills and we are happy to hear that the children are enjoying it and the feedback was that they wanted more.

We heard about Flying Start work including aims and objectives of the project. Although Flying Start was established outside of the PSB you explained how the work which is being done links in to the 7 well-being goals and 5 ways of working. We were told how Flying Start is improving children's performance by measuring the distance travelled from when a child starts to when the child moves on to school. We heard how the transition to Flying Start is undertaken in a thoughtful way allowing for a 'soft' start including visits to the setting and open days to meet staff and become familiar with activities. The routine and relationship which is developed mirrors school and helps both children and parents adjust into routines and processes similar to school to assist with a successful nursery commencement. We feel this is really important.

Adverse Childhood Experiences (ACEs) have been discussed at this Panel previously. We heard how many of the beneficiaries who link in with projects under Early Years have experienced at least one, and often multiple ACEs, showing that the projects are targeting the correct people. We heard how people who have experienced ACEs are more likely to perpetuate them as an adult so breaking that cycle is essential for well-being. We were interested to hear that Health Visitors are integral in this work and there is new work being undertaken in relation to peri-natal mental health.

We heard how Health and Social Care needs more prevention work and that early intervention and prevention has proven outcomes not only in financial terms, but is the most effective way of dealing with issues. This also requires an investment in the workforce and a consideration of the physical location of services, which are more successful when a 'hub' or shared location is in place.

We expressed in the meeting that the presentation was thorough and the work it discussed was very impressive, however, we would like to understand how much of this is a direct result of the PSB. We know that Flying Start and the 30 Hour Free Childcare Scheme are not a result of the PSB and pre-date the work of the PSB. Can you explain how this links to the work of the PSB and therefore be claimed as a success under the PSB objectives?

Governance

You told us that there would be a new structure presented at the Core Group and we would have feedback around how this is progressing. We do have a query around other PSBs and their governance structures. You alluded that other PSBs have 'work plans' which they report on. We will explore Swansea's version and provide feedback.

Other Business

The voluntary sector was not really mentioned during the presentation, despite the substantial amount of experience and work, which they contribute to Swansea in respect of Early Years.

The Panel do have some additional observations, which they would like some clarification on;

- The voluntary sector contributes greatly to Early Years work; can you confirm which voluntary agencies are represented on the Early Years Strategy Group?
- Regarding the First 1000 Days Conference in November 2017, were any voluntary sector agencies involved? If this was the beginning of the strategy, it is important to ensure that all stakeholders contribute. If the voluntary sector were not involved, how can they be in the future?
- Can you confirm how the voluntary sector have been involved with the GP Early Years Workers?

We would welcome your thoughts on any part of this letter but in particular would like responses to the following by 22nd May if possible;

1. We know that Flying Start and the 30 Hour Free Childcare Scheme are not a result of the PSB and pre-date the work of the PSB. Can you explain how this links to the work of the PSB and therefore be claimed as a success under the PSB objectives?
2. The voluntary sector contributes greatly to Early Years work; can you confirm which voluntary agencies are represented on the Early Years Strategy Group?
3. Regarding the First 1000 Days Conference in November 2017, were any voluntary sector agencies involved? If this was the beginning of the strategy, it is important to ensure that all stakeholders contribute. If the voluntary sector were not involved, how can they be in the future?
4. Can you confirm how the voluntary sector have been involved with the GP Early Years Workers?

Yours sincerely,



Councillor Mary Jones

Convener, Public Services Board Scrutiny Performance Panel

✉ cllr.mary.jones@swansea.gov.uk

Agenda Item 9



**To/ Sophie Howe
Future Generations Commissioner
for Wales**

*Please ask for:
Gofynnwch am:*

*Direct Line:
Llinell Uniongyrchol:*

*e-Mail
e-Bost:*

*Date
Dyddiad:*

Overview & Scrutiny

01792 636292

scrutiny@swansea.gov.uk

28th March 2019

BY EMAIL

Summary: This letter is from the Public Services Board Performance Panel. It follows on from the meeting on 6th February 2019.

Dear Commissioner Howe,

We are writing to you because we wanted to highlight the issue of pooled budgets and resources for Public Services Board support.

The Panel have observed over the course of their scrutiny that there is no process or intent for creating a collaborative fund which would support project monitoring, governance and report development.

It is difficult to see how the success of Public Services Boards can be accurately and consistently measured and monitored without this ongoing resource in place.

If the intention of Public Services Boards is to add value and save money by merging resources for combined outcomes would not the development of Public Services Board Support Officers help facilitate this?

These Officers could feed back to the Chair of each Public Services Board and hold tangible data on project progress and outcomes. They can also ensure governance issues are dealt with.

Pooled budgets could also be used to deliver beneficial projects such as health prevention, CCTV safety projects and other locally advantageous schemes.

We feel that the continuing austerity on Local Councils is preventing statutory front line services from being adequately delivered. If you also include the collaborative aspect of the work expected from Public Services Boards the resource just is not there.

Services are vulnerable as a result of cuts which could lead to failure to meet targets. If we are struggling to deliver day to day services, this puts pressure on existing staff and projects, which in turn limits the amount of work they can contribute to in relation to joint working including PSBs – this includes the capacity to attend meeting and develop or read pertinent reports. This is a vicious cycle which needs to be broken.

We appreciate that work would need to be done to formalise this but feel it is an essential step for true collaboration.

Your comments and thoughts are most welcome.

Yours sincerely,

A handwritten signature in cursive script that reads "Mary Jones".

Councillor Mary Jones

Convener, Public Services Board Scrutiny Performance Panel

✉ cllr.mary.jones@swansea.gov.uk

By email

23/04/2019

RE: Letter from the Swansea PSB Scrutiny Panel

Dear Cllr Mary Jones,

Many thanks for your letter dated the 25th March 2019 on behalf of the Public Services Board (PSB) Performance Panel.

The issues the panel has raised regarding resourcing PSBs and pooling budgets has come to my attention in a number of different forums recently. I completely agree with the panel that one of the purposes of PSBs is to add value by merging resources for combined outcomes. Some PSBs are managing to do this more successfully than others. For example, Cwm Taf PSB have supporting officers and meeting spaces / resources financed by all partner organisations. In Gwent, the five PSBs are jointly funding a number of collaborative initiatives such as the 'Gwent Futures' and 'Gwent Green Grid' projects. This has taken effort, negotiation and bravery of public service leaders to pool their resources in the middle of the PSB table. As a scrutiny panel, you have the power to provide recommendations to your PSB to do the same and I would support you in that notion.

Despite local action, on a national level, I agree that the transformational change the Well-being of Future Generations (Wales) Act demands has not been adequately resourced by Welsh Government. The monitoring and assessing work that I am currently completing is giving me further evidence that implementing the Act is extremely challenging in these times of austerity. The disparity between how the delivery of this Act has been resourced in comparison to the Social Services and Well-being Act is something I recently raised at the Equality, Local Government and Communities Committee when giving evidence, urging that PSBs and public bodies are given more resources for innovation. I have already raised this with Julie James AM and intend to raise it with the First Minister over the next few months. In this way, your letter is very helpful in further proving this point.

I look forward to hearing how the PSB Performance Panel in Swansea take this forward.

Thank you for taking the time to write to me about this. The views of those implementing the Act on the ground (or in your case overseeing it) provides useful additional insight which I am able to use in my

work and particularly in my discussions with Government on the action they need to take to support implementation.

Kind regards,



Sophie Howe
Future Generations Commissioner for Wales