



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