



## Minutes of the **Swansea Public Services Board**

Committee Room 3C - Guildhall, Swansea

Thursday, 20 June 2019 at 3.00 pm

### **Present:**

Joanne Abbott-Davies, Swansea Bay University Health Board  
Simon Belcher, South Wales Police  
Mark Brace, Police & Crime Commissioners Office  
Amanda Carr, Swansea Council for Voluntary Service  
Karen Cornish, Welsh Government  
Jan Curtice, Mid & West Wales Fire & Rescue Service  
Professor Andrew Davies, Swansea Bay University Health Board  
Adam Hill, Swansea Council  
Peter Jordan, Natural Resources Wales  
Roger Thomas, Mid & West Wales Fire & Rescue Service

### **Also Present:**

Leanne Ahern, Swansea Council  
Steve Davies, Mid & West Wales Fire & Rescue Service (Observer)  
Claire Fauvel, Public Health Wales  
Allison Lowe, Swansea Council  
Suzy Richards, Swansea Council

### **Apologies for Absence**

Martyn Evans, Natural Resources Wales  
Sian Harrop-Griffiths, Swansea Bay University Health Board  
Joanna Maal, South Wales Police  
Rob Stewart, Swansea Council

## **1 Welcome.**

Andrew Davies, outgoing Chair welcomed everyone to the meeting. He stated that he would be retiring at the end of June and highlighted all the good work undertaken by the PSB to date including Early Years, the joint working with Neath Port Talbot and progress on the Working with Nature Work Stream.

He clarified that subject to approval from the Public Services Board Scrutiny Performance Panel on 4 July 2019, the Core Group would be renamed as the "Swansea Public Services Board Joint Committee", in accordance with the agreed Governance Review.

**2 Election of Chair for 2019/20.**

**Resolved** that Councillor Rob Stewart and in his absence Councillor Clive Lloyd be elected Chair for 2019-2020.

**Councillor Clive Lloyd (Chair) presided**

**3 Election of Vice Chair for 2019/20.**

**Resolved** that Roger Thomas be elected Vice Chair for 2019-2020.

**4 Disclosures of Personal & Prejudicial Interest.**

No interests were declared.

**5 Minutes.**

**Agreed** that the Minutes of the Swansea Public Services Board Core Group meeting held on 11 April 2019 be approved and signed as a correct record.

**6 Membership Review. (Verbal)**

Suzy Richards, Sustainable Policy Officer explained that the Membership of the Swansea Public Services Board must be reviewed in line with the Partnership manual on an annual basis.

During the governance review it had been agreed that representatives from Housing be invited to participate. Membership from the DVLA was also discussed. Adam Hill confirmed that the Housing and Registered Social Landlords partnership had been approached and a representative would be invited to future meetings. It was also confirmed that the Probation Service were already listed as invited participants and would be contacted to update them on the review.

In addition, representatives from Swansea Environment Forum would be invited to participate in the relevant Work streams, i.e. Working with Nature.

**7 Reports on Well-being Objective Work streams (Reports and Verbal)**

Written updates were received for the following Work Streams:

- Working with Nature – Peter Jordan, Natural Resources Wales;
- Live Well, Age Well – Adam Hill, Swansea Council;
- Sharing for Swansea Cross Cutting Theme – Adam Hill, Swansea Council.

A verbal update was received for the following Work Stream:

- Early Years

Andrew Davies (Chair of Early Years Strategy Group) reported that Welsh Government had asked Swansea PSB and Neath Port Talbot PSB to be pathfinders in Early Years, Best Start in Life. This had resulted in a substantial amount of ongoing work in this area. Welsh Government would be providing each PSB with £50,000 in order to develop this piece of work. Letters and funding should be received in the next week / fortnight.

- Strong Communities – Roger Thomas had met with Amanda Carr to discuss the transfer of strategic lead responsibility to Mid & West Wales Fire & Rescue Service.

The group then discussed the frequency of reporting by each of the Work Streams. It was agreed that a light touch “highlight report” be provided by each of the Work Streams to all meetings of the Joint Committee with a more in-depth 6 monthly report. The development of an agreed template would be useful.

The group then discussed the annual “Walking in their shoes” initiative which was being held on 25 June 2019 at the Scout & Guide Headquarters, Bryn Road.

**Agreed that:**

1. An interim update report for each of the Work Streams be provided to the Chair and Vice Chair in advance of the next meeting;
2. Update from each of the Work Streams be included on all future agendas, (even if a written update had not been provided);
3. The cross cutting themes be included in each of the work stream updates and be led via an objective lead.

**8 Public Services Board Annual Report 2018 / 2019. (Verbal)**

Item not discussed.

**9 Risk Tracker.**

The Sustainable Policy Officer provided an update on the Risk / Issue Log. She explained that some of the issues would be finalised once the Governance Review had involved Scrutiny.

Leads had not been identified for all areas, so many risks could not be addressed. However she felt that this could be resolved in the next month in conjunction with finalising the governance review. Moving forward it would be useful for each objective leave to raise and address risk specific to their objective and for corporate risks to be assigned a lead and timescale for resolution.

A discussion then ensued about streamlining the process and reviewing the issue / risk register.

**Agreed** that Roger Thomas provide the Sustainable Policy Officer with a copy of the project management process used by Mid & West Wales Fire and Rescue Service for recording risks / actions.

## **10 Safer Swansea Partnership.**

Adam Hill, Swansea Council provided a highlight report on behalf of the Safer Swansea Partnership regarding on-going issues that had been identified in the High Street area of Swansea.

Concerns and issues had been identified through a joint-working scoping meeting between Swansea Council Community Safety and South Wales Police.

Intervention measures had already been put in place to address specific issues, but greater co-ordination was required and a sustained effort for a longer-term solution.

Agreed that:

- 1) The current interventions be co-ordinated through the Safer Swansea Partnership Steering Group by establishing a Critical Incident Task and Finish Group;
- 2) A county lines "problem solving" meeting be arranged in July to discuss issues with local residents and businesses;
- 3) Amanda Carr identify 3<sup>rd</sup> Sector representatives to be involved.

## **11 Resources for PSB (Pooled Budgets). (Verbal)**

Andrew Davies, Swansea Bay University Health Board clarified that this item was more about the resources for administering the PSB, rather than pooled budgets.

He stated that the administration of the Swansea PSB fell directly on the Local Authority and would welcome a discussion about whether other partners could assist in order to make the PSB more effective.

**Agreed** that further discussions take place at the next meeting.

## **12 Joint Swansea & NPT PSB Activity. (Verbal)**

Andrew Davies, Swansea Bay University Health Board provided a verbal update on the joint work of Swansea & Neath Port Talbot PSB:

- Early Years – update already been provided in minute 7;
- Critical Incident Group - 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 had previously been reported to the PSB Partnership Group. The report identified the actions to bear down on drug-related deaths in the region and to tackle the scourge of County Lines;
- Suicide Self Harm - an update had been provided to the Partnership Group at its last meeting regarding "Swansea and Neath Port Talbot Suicide and Self-Harm Prevention – update report April 2019".

### **13 Human Rights City.**

Simon Hoffman, Swansea University provided an update report on the current situation in relation to Human Rights City.

The Human Rights Steering Group had met on a number of occasions to discuss how to deliver the commitment to be recognised as a Human Rights City. As a result a "Statement of Intent" had been created for the PSB to agree as both a common commitment and an institutional commitment from each PSB member.

**Agreed that:**

1. The Statement of Intent be formally signed off by each of the 4 Statutory Partners;
2. The Statement of Intent be shared with each of the 4 Work Streams for incorporating into the Wellbeing Plan.

### **14 Physical Activity Alliance. (Presentation)**

Claire Fauvel, Public Health Practitioner provided a presentation to the Group on Swansea Bay, Physical Activity Alliance.

She outlined the background:

- Collaborative developed in 2015
- In 2016, the "Promise to Move you More" Physical Activity (PA) Strategy was developed with 6 key principles – life improving, accessible, active travel, public open spaces harnessed, all sectors have a role in promoting PA

The strategy should impact on the ability for everyone to prioritise active choices everyday of their lives.

- 2018 – 4 sub groups:

0-4; Early Years  
5-18 Young People  
19-64 Working Age  
65+ Older People

0-4 Early Years Sub-Group

- Improve physical literacy across all registered early years settings;
- Undertake a baseline audit across Neath Port Talbot and Swansea;
- Undertake developmental work with settings that are identified with poor strategies and poor physical literacy among the children;
- Evaluate the impact of the interventions and scale them up

## Other Sub-Groups

- 5-8 Led by Swansea University “Unstructured Play”;
- Working Age – Currently scoping out the action plan;
- Older People – reviewing the evidence around falls prevention and identify local community initiatives, eg Ospreys in the Community, Action for Elders, etc.

The work of the Alliance began before the inception of the PSB's. It was timely for a review of the reporting process and governance. Therefore she was requesting that the work of the Alliance be incorporated within the respective PSB sub-group.

The Group felt that it may fit in the Age Well, Live Well Work Stream, however further discussions would need to take place to consider the Terms of Reference and how the governance can integrate into the PSB.

**Agreed in principal** that the work of the Physical Activity Alliance be incorporate within Swansea PSB subject to further discussions.

## 15 Healthy Cities. (Verbal)

Adam Hill, Swansea Council outlined that the items in minute 15, 16 and 17 were not identified as items in any of the 4 Work Streams, hence them being listed as individual items for discussion on today's agenda.

**Agreed** that specific Work Streams be identified for each of the items in minutes 15-17 and reported to the next meeting.

## 16 Swansea Well-being Centre. (Verbal)

See minute 15.

## 17 Public Services Hub. (Verbal)

See minute 15.

## 18 Our Future Wales.

The consultation entitled “Our Future Wales” would be ongoing until November 2019. Further information / actions would be forthcoming.

The letter was **noted**.

## 19 Any Other Business.

- Joanne Abbott-Davies highlighted a change in process being adopted by Cardiff PSB in relation to major events held in the City. Cardiff PSB would be co-ordinating the planning of major events. This was due to the large number of events requiring public sector services and it was hoped that this could be better co-ordinated via the PSB as they were the main statutory partners.

Minutes of the Swansea Public Services Board - Core Group (20.06.2019)  
Cont'd

The meeting ended at 4.36 pm

**Chair**