



CITY AND COUNTY OF SWANSEA

NOTICE OF MEETING

You are invited to attend a Meeting of the

SWANSEA PUBLIC SERVICES BOARD - PARTNERSHIP GROUP

At: Committee Room 1, Civic Centre, Swansea

On: Tuesday, 18 July 2017

Time: 12.30 pm

AGENDA

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- | | | |
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| 1 | Welcome and Apologies. (Chair) | |
| 2 | Disclosure of Personal and Prejudicial Interests. (Chair) | |
| 3 | Public Question Time. (Chair) | |
| 4 | Minutes of the PSB Core Group and matters arising. (Chair) | 1 - 2 |
| 5 | Update on PSB priorities. (Sponsors) | 3 - 14 |
| 6 | Developing the Wellbeing Objectives. (Chris Sivers) | 15 - 16 |
| | a) Timeline | |
| | b) Feedback from the Workshops (verbal) | |
| 7 | PSB Scrutiny Panel Letter and Response. (Chair) | 17 - 24 |
| 8 | Work Plan Discussion. (Chair) | |
| 9 | For Information Reports. (Chair) | 25 - 29 |
| | a) Minutes of PSB Partnership Group Meeting March 2017. | |
| | b) PSB Membership 2017/18. | |
| 10 | Any Other Business. (Chair) | |

Next Meeting: 19 September 2017 at 12.30pm

Huw Evans

Head of Democratic Services

Tuesday, 11 July 2017

Contact: Democratic Services - 01792 636923

Swansea Public Services Board – Membership 2017/18

Statutory Members (Core Group and Partnership Group)

Councillor Rob Stewart (Chair)- <i>Leader of the Council</i>
Andrew Davies (Vice Chair) – <i>ABMU LHB</i>
Councillor Jan Curtice <i>Mid and West Fire and Rescue Service</i>
Phil Roberts - <i>Chief Executive</i>

Designated Representatives:

Sian Harrop-Griffiths, Chief Officer – <i>ABMU LHB</i>
Mick Crennell, Chief Officer - <i>Mid & West Wales Fire & Rescue Service</i>
Martyn Evans, Chief Executive – <i>Natural Resources Wales</i>

Invited Participants (Core Group and Partnership Group)

Dyfed Alsop – <i>Welsh Government</i>
Martin Jones - <i>Chief Superintendent South Wales Police</i>
Amanda Carr - <i>Swansea Council for Voluntary Service</i>

Invited Participants (Partnership Group)

Chris Sivers - <i>Safer Swansea Partnership</i>
Clive Lloyd - <i>Deputy Leader of the Council</i>
Mark Child - <i>Cabinet Member for Health and Wellbeing</i>
Andrew Lewis - <i>Cabinet Member for Housing, Energy & Building Services</i>
Jen Raynor - <i>Cabinet Member for Children, Education and Life-Long Learning</i>
June Burtonshaw / Mary Sherwood - <i>Cabinet Member for Future Generations</i>
Erika Kirchner – <i>Chair of Transformation and Future Council Policy Development and Delivery Committee</i>
Bonnie Navarra - <i>Police and Crime Commissioner South Wales Police (designated representative)</i>
Eirian Evans - <i>National Probation Service</i>
David Bebb - <i>Wales Community Rehabilitation Company</i>
Nina Williams - <i>Public Health Wales</i>
Hilary Dover - <i>Planning Group</i>
Raymond Ciborowski - <i>Swansea University</i>
Jane Davidson - <i>University of Wales Trinity Saint David</i>
Mark Jones - <i>Gower College</i>
Helen Matthews - <i>Job Centre Plus</i>
Hywel Evans - <i>Regional Business Forum</i>
Keith Baker - <i>Swansea Economic Regeneration Partnership</i>
Philip McDonnell - <i>Swansea Environmental Forum</i>
Mike Phillips - <i>Research Group</i>
To be confirmed - <i>DVLA</i>
To be confirmed - <i>Swansea Learning Partnership</i>

**MINUTES OF THE MEETING OF
SWANSEA PUBLIC SERVICES BOARD
CORE GROUP**

**HELD AT CABINET CONFERENCE ROOM, GUILDHALL ON
THURSDAY, 15 JUNE 2017 AT 1.30 PM**

MANDATORY MEETING

PRESENT

Rob Stewart	City and County of Swansea
Andrew Davies	Abertawe Bro Morgannwg University Health Board
Sian Harrop-Griffiths	Abertawe Bro Morgannwg University Health Board
Chris Sivers	City and County of Swansea (representing Phil Roberts)
Roger Thomas	Mid and West Wales Fire and Rescue Service (representing Mick Crennell)
Jan Curtice	Mid and West Wales Fire and Rescue Service
Pete Jordan	Natural Resources Wales (representing Martyn Evans)
Martin Jones	South Wales Police

APOLOGIES FOR ABSENCE

Amanda Carr	Swansea Council for Voluntary Service
Phil Roberts	City and County of Swansea
Martyn Evans	Natural Resources Wales
Mick Crennell	Mid and West Wales Fire and Rescue Service
Dyfed Alsop	Welsh Government
Hilary Dover	Abertawe Bro Morgannwg University Health Board

OTHER ATTENDEES

Dave Mckenna	City and County of Swansea
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Observers

Allison Lowe	City and County of Swansea
Gareth Borsden	City and County of Swansea
Jeremy Parkhouse	City and County of Swansea
Gail Smith	Mid and West Wales Fire and Rescue Service

1. **ELECTION OF CHAIR OF SWANSEA PUBLIC SERVICES BOARD**

(Chris Sivers presided for this item)

Rob Stewart was elected and took over as chair for the meeting.

2. **ELECTION OF VICE CHAIR OF SWANSEA PUBLIC SERVICES BOARD**

Andrew Davies was elected.

3. **WELCOME AND APOLOGIES**

Noted

4. **MEETING DATES AND TIMES FOR 2017/18**

Dates and times for the Core Group, Partnership Group, Planning Group and Research Group were noted.

Some changes may be required to Core Group dates if there are clashes with Council Cabinet meetings.

5. **PSB MEMBERSHIP**

Membership of the Core Group and Planning Group were noted a request from the Police and Crime Commissioner considered.

AGREED

- **Any proposed changes to membership to be submitted to Dave Mckenna by 23 June**
- **Rob Stewart to discuss attendance at PSB meetings with the Police and Crime Commissioner**

6. **PSB PARTNERSHIP MANUAL / TERMS OF REFERENCE**

The Partnership Manual / Terms of Reference was reviewed.

AGREED

- **The Partnership Manual / Terms of Reference be endorsed**
- **A further review of the Partnership Manual / Terms of Reference to take place once the Wellbeing Plan has been agreed**

7. **PSB PRIORITY WORKSTREAM UPDATES**

Updates were provided by the sponsors for each workstream.

8. **PSB WORKPLAN 2017/18**

Noted

The meeting closed at 2.00 and partners took part in a workshop consider possible wellbeing objectives.

Next Meeting: 17 August 2017

Agenda Item 5

DATE: **18 July 2017**

TITLE: **PSB Priority Workstream Updates**

AUTHOR: **Dave Mckenna**

PURPOSE: **To update partners on progress with the priority workstreams**

Key points:

- At their July 2016 meeting, PSB statutory members agreed to proceed with five proposals under four PSB work streams for the following 12 months. It was also agreed that regular updates would be provided to the Core Group as a standing item at each meeting.
- The workstreams, sponsors and coordinators are listed below.

Workstream	1st Sponsor	2nd Sponsor	Coordinator
Domestic Abuse	Chris Sivers		Ali Morris
Independence of Older People	Chris Sivers	Mick Crennell	Jane Whitmore
Economic Development / City Centre	Rob Stewart (Tech Industries and Wellness Centre)	- Andrew Davies (Wellness Centre)	Phil Holmes (Tech Industries) Sharon Miller (Wellness Centre)
Good Start in Life	Chris Sivers	Andrew Davies	Sian Bingham

- For awareness a short summary is attached for each. Sponsors will provide updates and seek further advice and support from partners as required.
- A final report for each workstream is to be provided at the August meeting of the Core Group.

RECOMMENDATION(S):

1. **To review the workstream updates**

Item 7a: Domestic Abuse Workstream Update

Sponsor: Chris Sivers

Coordinator: Ali Morris

The Domestic Abuse Priority Workstream is behind schedule due to the barriers which were reported at the last Update;

- An initial issue in identifying an appropriate person to fill the post, and the appropriate agency to agree to a secondment opportunity.

Completed Actions to Date

- Due to the specialist nature of the post, funding was identified to cover the salary costs for the post holder.
- A Job Description was written to ensure the requirements of the Workstream Project would be met. This was advertised externally.
- Recruitment of suitable post holder. The Project Worker came into post in April and sits in the multi-disciplinary Domestic Abuse Hub Team at Cockett Police Station.

Project Worker Update

- The Project Worker has developed a Timeline of actions for the year of the post. She is currently on schedule with this.
- The first 3 months of the timeline have been allocated as a consultation period, in order to gain insight into how services are currently working, and more importantly, what the current barriers are in terms of any informal pathways of provision between the Key 3 agencies.
- As part of this consultation, the Worker has a small caseload of 22 service users where Key 3 agencies are involved, in order to track their experiences and get to know first-hand what their needs are, and the barriers to engagement they face.
- An Assessment Form and scoring system has been developed to identify a service user's lead need.
- A draft Project Steering Group Terms of Reference has been written which is due to be finalised this month when a date will be set for the first Steering Group meeting and invitations sent out to prospective members.
- Documents developed include a Key 3 Project letter pro-forma, housing letter, 'Useful Contacts' document and a Service User Questionnaire, which has been distributed to partner agencies to give to service users to gain feedback.
- Short presentation on the Project has been developed to show at Team meetings etc.
- A Questionnaire developed for professionals to complete on their experience of working with service users with the Key 3 issues.

Partnership Working

A key part of the Workstream is the multi-agency approach to providing effective coordinated support and interventions to those affected by the Key 3 issues. To date, a number of key agencies have engaged with the Project, with the Key 3 Worker attending Team Meetings and meeting with managers and staff. These have included;

- Substance Misuse agencies - Dyfodol, PSALT, CDAT, WCADA and AADAS.
- Mental Health – CMHT, PMHTs and GPs.
- Domestic Abuse agencies – Swansea Women’s Aid, Hafan Cymru, The Domestic Abuse One Stop Shop, IDVA Project and the Domestic Abuse Hub.

Links have also been made with other agencies and services to gain feedback on their experiences working with Key 3 service users including;

- The Foyer, Evolve, Community Rehabilitation Company, Housing Options, Youth Offending Service, Tenancy Support Unit, Local Area Coordinators, Cross Borders Project, and Gwalia Care & Support.

A number of meetings and consultations have been scheduled to take place over the coming months with new partners.

Project Outcomes

Due to the Workstream being in its early implementation and consultation phase, Project outcomes are difficult to quantify at this stage. However, there are at this stage some early indications. These are;

- Service user engagement is low. This is largely due to the chaotic nature of people with the key 3 issues.
- Missed appointments with services are a common feature, once again due to the chaotic nature of people with the key 3 issues.
- A high level of intense, almost daily support is needed by those service users who have engaged with the Project to enable them to attend appointments and access support.
- Successful support has included being accompanied or taken to appointments, being able to contact the Key 3 Worker when needed (sometimes extensively throughout the day) and having an advocate to access the correct agency and support.

Item 7b: Independence of Older People Workstream Update

Sponsor: Chris Sivers

2nd Sponsor: Mick Crennel

Coordinator: Polly Gordon

Proposed Product:

- All PSB partners to sign up to Dementia Friendly Communities
- All partners to sign up to a Making Every Contact Count initiative
- Development of and Age Friendly City Centre
- Expansion of Local Area Coordination.
- Increasing Awareness of existing falls Prevention Work.

Is this happening as planned (Realisation Strategy)

Partnership planning groups and steering groups have been established and meeting regularly on a bi-monthly basis to drive forward the priorities listed above. Detailed actions were drawn up into an action plan which was agreed by PSB members.

The priorities set were ambitious; some are longer term shifts in the way we work; not just quick wins however significant progress has been made.

Key representatives were identified from each organisation, however over the year some have left and not been replaced. We are undertaking a mini- review of the current governance structure to ensure we have the right people around the table and are making the best use of everyone's time.

Measuring Success (Metrics)

Dementia Friendly Swansea

All PSB partners have achieved the BSI standard and are officially recognised as Working Towards Being Dementia Friendly, Swansea Council achieved the standard in May 2017 and since the Council kicked off training in January 2017, approximately 750 front facing Council staff have attended a Dementia Friends session and approximately 15 Council staff are trained as Champions.

Mid and West Wales Fire Service, ABMU and Natural Resources Wales (NRW) have different footprints but we estimate approximately 7000 Swansea staff across ABMU and 15 in NRW have become Dementia Friends, we are awaiting figures from Mid and West Wales Fire Service. We have also worked with South Wales Police, Welsh Ambulance Service and Dementia Friendly Swansea to promote Dementia Friendly Communities.

We have undertaken a survey to identify what constitutes a Dementia Friendly Community and received over 160 responses from people living with dementia, their carers and family members. An action plan is being developed co-productively with respondents who indicated they would like to be involved and members of the Dementia Friendly Swansea Forum.

Making every Contact Count

All partners have agreed to developing a Making Every Contact Count initiative to support Ageing Well in Swansea. Planning meetings and workshops have been held over the past 6 months to determine the format and scope of this initiative. The project will focus on 3 key messages, Stay Healthy, Stay Safe and Stay Connected. This will be an awareness campaign across front facing staff as well as communities, promoting key messages on supporting people to remain safe, well and independent. It will encourage people to help identify potential risks. This will be piloted in a small sample over the summer with a full campaign being launched Autumn time.

Age Friendly City Centre

The Ageing Well team supported older people to give their views on proposed developments in the City Centre through the Network 50+ and subgroup communication channels and a stand in the City Centre.

At the Ageing Well in Swansea event in April 2017 we sought views on what constitutes an Age Friendly Community and City Centre, we had a large number of responses with many common themes. The responses are being fed into the team responsible for the City Centre developments, the officer responsible will be considering alongside child friendly city criteria.

We are working in partnership with Swansea University to pilot OPERAT, a tool that has been developed to assess how age friendly the physical environment around a person's home is, we are training members of the community in the coming weeks.

Local Area Coordination

Four new posts have been agreed funded from a variety of sources.

The evaluation report, released by Western Bay in April 2017 has contributed to the decision by the Council to expand Local Area Coordination by funding a further **two** posts.

A further additional post has been agreed; this will be a secondment opportunity fully funded by Mid and West Wales Fire Service for 1-2 years. (There is the possibility of a second post funded by PSB members, but this is yet to be confirmed)

The **fourth** confirmed post will be funded through Supporting People grant.

Funding has also been secured from Swansea Housing Associations.

Falls Prevention

Promotion of the Falls prevention guide and other falls prevention initiatives at the Ageing Well Event in Swansea

The Falls Prevention Group are in the process of reviewing the Community Falls Prevention Pathway to link in with Local Area Coordinators and the Making every Contact Count initiative.

Are the Success Factors in Place? (Solution Requirements)

The Network 50+ have been fully engaged in the process so far. We are working with the Network and SCVS to establish effective engagement mechanisms that ensure the involvement of a broad range of people across Swansea.

The Steering and Sub Groups have been meeting regularly on a bi-monthly basis and are attended by representatives from Public Service Board, Network 50+, Police and Third Sector, however due to staff changes and evolving priorities we are undertaking a mini-review to check we have the appropriate people around the table, for example it is essential we involve the right people from PSB organisations to effectively implement Making Every Contact Count.

Examples of combined resources so far include the Ageing Well Event in April in which was funded by Swansea Council, Natural Resources Wales and Mid and West Wales Fire and Rescue Service. This event attracted over 250 people and over 30 organisations. Another example is the funding of a Local Area Coordinator by Mid and West Wales Fire Service and additional funding from Housing Associations.

Item 7c: Economic Development / City Centre Workstream Update (Tech Industries)

Sponsor: Rob Stewart

Coordinator: Phil Holmes

Working with a team of multidisciplinary consultants and local partners, the Council has developed a proposal for a 'Digital Village' on The Kingsway that will create 100,000 sq. ft. of flexible and affordable office space with cutting edge broadband to provide:

- Bespoke accommodation for Swansea tech businesses;
- Grow on space for ICT focussed businesses expanding from Swansea University's Institute for Life Science;
- Commercial space for inward investing research & development activities of multi-national companies attracted by the Swansea University Computational Foundry;
- Grow on space for SMEs expanding from UWTSD's Innovation Precinct;
- Space for a Talent Bank educational facility for A Regional Collaboration for Health (ARCH) partners.

The project will include for enhanced public realm, access and environmental improvements on The Kingsway to create an appropriate setting for the Digital Village.

Public sector intervention is essential for the delivery of the project. Current rental values of around £6-14 sq. ft. are considered to be insufficient to achieve an acceptable return on investment, making private sector led developments in the city centre unviable.

Current progress is as follows:

The City Deal funding offer has now been signed which provides the essential grant funding to deliver the tech industries office development. A 5 case business model has been requested by Government for all the projects and this will be completed in the coming months using the treasury templates provided. A review of the strategy for the Employment Hub will now be carried out to help finalise the masterplan and detailed designs.

Vibrant & Viable Places pipeline monies to complete property acquisitions has now been secured and claimed, with all acquisitions completed within the end of financial year deadline. CCS has now acquired all of the properties needed to progress the Digital District development.

A detailed business plan has been submitted to the Welsh European Funding Office for European Regional Development Fund money to undertake the necessary infrastructure enhancements (public realm, road layout, fibre optic utilities) to facilitate the creation of the Digital Village. CCS Cabinet has authorised the match funding for the bid which is valued in total at circa £10m.

Further to Cabinet approving the outline 'Kingsway Infrastructure scheme, design work is advanced and will be reported to relevant Cabinet Members in August. Work

is currently being undertaken on programme with a view to starting on site after the contractors tenders have been received and evaluated.

In light of this update it is considered that the PSB objective of establishing a viable proposal for the tech led business district in place by July 2017 has been broadly achieved, albeit further work is now required before construction delivery can commence.

Item 7d: Economic Development / City Centre Workstream Update (Wellness Centre)

Sponsor: Rob Stewart

2nd Sponsor: Andrew Davies

Coordinator: Sharon Miller

BACKGROUND

IBI group have been progressing in collaboration with the ARCH programme, ABMU HB and CCS the feasibility study for the well being centre which will have three key areas

- The services that could be included providing an indicative schedule of accommodation
- Potential sites within the City Centre and
- The potential funding sources and models that could be utilised.

CURRENT POSITION

Potential services that could be included in the well being centre have previously been identified as

1. A wide range of community-based healthcare provision for example: General medical services, podiatry community dental services; speech and language services; specialist services for asylum seekers; stress-reduction courses; and sexual health services, amongst others.
2. Multi-functional, flexible space that could be used for provision such as arts therapy, stress reduction and mental well-being courses.
3. Co-location of other wellbeing services that are provided by community and voluntary groups or the local authority. A number of third sector organisations could be incorporated into the Wellness Centre to facilitate this.
4. Health related research & innovation facilities and education & training facilities.
5. Digitised healthcare provision such as digitised triage, information exchange between professionals and between professionals and patients.
6. Commercial / private enterprise related to the Health and Wellbeing model.

A stakeholder workshop was held on the 9th May to test, explore and capture the vision and service model for the proposed centre. Stakeholders included representatives from ABMUHB, City and County of Swansea, Swansea Council for Voluntary Services, ARCH programme, and the City Cluster Network.

A presentation has been made to the City Cluster network on the 21st March supplemented by individual practice visits undertaken by the ARCH team to continue engagement with the relevant GP practices.

A further scoping meeting with colleagues within the Health Board is being organised for Tuesday 13th June 2017 due to the number of potential health services that are could be co-located within the City Centre.

NEXT STEPS

The overall plan presented to the PSB in October 2016 was to deliver the feasibility study by June 2017. The feasibility study is key to determining the future prospects for a well being centre, there may be need for a small extension to the timescale delivery timescale of the feasibility study. The completion of the feasibility study was to be followed by the appointment of consultants for Design Stage 3 between July 2017 and October 2017 and the submission of planning application by December 2017.

Following the completion of the feasibility study and in order to inform future planning assumptions, agreement from partners will be required regarding the:

- Preferred site option
- Preferred financial / ownership model for the centre
- Confirmation of services included in the Centre

In parallel and informed by the process of developing the feasibility study, ABMU HB is currently preparing a submission for Welsh Government on pipeline schemes that will include the Well Being Centre. This funding source has been announced as £40million over a three year period.

Public Services Board should note, that to date, interest and engagement in the project from all partners continues to be very positive.

Item 7e: Good Start in Life

Sponsor: Chris Sivers

2nd Sponsor: Andrew Davies

Coordinator: Sian Bingham

a) Is this happening as planned?

The Best Start campaign has begun to disseminate the messages across Swansea via various platforms.



- The Best Start website has been developed to support the campaign, and also social media accounts on Twitter and Facebook.
- A bridge banner was deployed across three locations in March.
- The first Best Start Story book has been launched by the Lord Mayor of Swansea to support the promotion of the campaign. This is a children's story book that was written and illustrated by 13 parents who are involved with the Jig-So project. The book will be used to promote the messages in various ways going forward. The book has been written two of the Best Start messages and focuses on the importance of Playing and spending time with children.
- Posters have begun to be displayed in hospitals/GP surgeries/Flying Start settings/nurseries across Swansea.
- Linking with other organisations has also begun, and there has been a Best Start presence at a number of events across Swansea.

b) What are the success measures saying?

Over the past four months, the social media activity accounts have been busy and begun spreading the messages to a wider audience. The impressions (the number of people that have seen the posts) has exceeded 50K on twitter and over 10k on facebook.

The number of social media followers is also growing month on month, although there is still some work to be done.

The true reach is larger still, as by utilising the wider network that have been involved in the Best Start campaign, partner organisations have also been sharing the messages, with one tweet around bedtime routines being shared by SCVS to over 70K as a consequence.

The initial workforce development awareness has been ongoing over the last twelve months, with over 15 sessions delivered to over 630 staff on a multi-agency basis.

The number of organisations that have received the awareness sessions is varied and ranges from, amongst others, Health visitors to library staff and from Childcare workers to Foundation phase co-ordinators. Sessions have been run with the third sector, the Local Authority, Health and also the private sector. We are also working closely with SVCS to develop a third sector Best start Champion scheme with different voluntary organisations promoting the messages

c) Are the success factors in place?

In order to further increase the brand recognition and to have an impact on outcomes, the campaign needs to step up a further gear to focus on the wider population. Ensuring full ownership across the PSB members for Best Start and the strategic importance of a focus on the Early Years into the future are critical factors for achieving future success.

Whilst the Best Start Campaign was the identified PSB project for 2017/18 it is important to be aware that the overall Strategy relating to improving young children's outcomes is broader with achievements including a new model of delivery through the integrated and multi—disciplinary Jig-so Service, the new Early Years Primary Care exemplar Project was initiated and commissioned by the GP Penderi Network to support families and their young children outside Flying Start areas with a focus on improving parenting skills and collaboration between the Health Board and the Local Authority across the ABMU footprint to develop Speech and Language services in the Early Years.

Plans for the next 6 months or so include:

- Facilitating a multi-agency First 1000 Days Event to identify strengths and opportunities for the future;
- Continuing to promote the Best Start Messages utilising the foundation achieved over the last 12 months through events and social media;
- Continued development and evaluation of the Jig-so Project supporting young parents from conception and throughout the infant years;
- Evaluation of the Penderi Early Years Primary Care Development Project including exploration of how this could be sustained and developed in the future;
- Analysis and development of the annual dataset being utilised to monitor children's "school readiness";
- Rollout of an universal speech and language tool to achieve early identification and intervention.
- Implementation of the Welsh Government Funded Childcare Pilot.

DATE: 18 July 2017

TITLE: Developing the Wellbeing Objectives

AUTHOR: Dave Mckenna

PURPOSE: To discuss the process for agreeing the wellbeing objectives

Key points:

1. Swansea PSB is required to agree a set of wellbeing objectives by May 2018. These objectives, and the steps to implement them, will be the central feature of the Wellbeing Plan for Swansea.
2. In May 2017 the Public Services Board published its wellbeing assessment for the area.
3. The guidance from the Welsh Government states that:

The board must explain in their local well-being plan how their local objectives and any steps they propose to take have been set with regard to any matters mentioned in the assessment, and should be reassured that those objectives are sufficiently robust to stand up to local scrutiny.

the local objectives should seek to adopt an integrated approach to delivering against the wellbeing goals – considering how the objectives may impact on each of the goals (and on the other local objectives). One objective could deliver against multiple goals.

The local objectives set should reflect where the board has decided that collective action can be taken that will have a positive impact on the state of well-being in the area

4. Welsh Government have indicated that they expect wellbeing objectives to be:
 - Locally accountable and determined
 - Focussed and specific
 - Developed following a clear though process and method – with a sense of ‘journey’ with reflection and learning
 - Ambitious and pragmatic
 - Connected and integrated to other plans / strategies
 - Developed in a way that follows the five ways of working
5. The process for developing the wellbeing objectives is proposed as follows:

Stage One: Developing the draft objectives (May – July)

The PSB has commissioned three workshops to help develop the draft objectives; Core Group (15 June), Voluntary Sector (3 July), Partnership /Planning / Research Groups (11 July). Feedback from these workshops will be presented verbally at this meeting.

Stage Two: Technical Consultation (July – October)

This stage will include the statutory consultation with the Commissioner, consultation with partners and an initial Impact Assessment. The purpose will be to test whether the right area(s) have been selected and to canvass views on what the objectives / steps should be. Crucially this stage will be an opportunity to ensure that the objectives are integrated with corporate priorities / activity. At the end of this stage the PSB will review the feedback and update the draft objectives prior to public consultation.

Stage Three: Public Consultation (November – March)

A range of methods will be used.

The purpose will be:

- *To test the PSB's choice of objectives*
- *To test the PSB proposed steps to achieve the objectives*
- *Identify how the public can be involved in delivery the objectives*

The objectives and steps will be finalised and agreed at the end of this stage.

RECOMMENDATION(S):

- 1. To review the proposed process and suggest improvements as necessary**



CITY AND COUNTY OF SWANSEA
DINAS A SIR ABERTAWE

Councillor Mary Jones
Convener – Public Services Board
Scrutiny Performance Panel

BY EMAIL

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Our Ref / Ein Cyf: RS/KH
Your Ref / Eich
Cyf:
Date / Dyddiad: 29th June 2017

To receive this information in alternative format, please contact the above.
I dderbyn yr wybodaeth hon mewn fformat arall, cysylltwch â'r person uchod.

Dear Councillor Jones

PSB SCRUTINY PANEL

Thank you for your letter dated 9 June covering the Q&A Sessions with Core Group members.

It is good to hear your belief that there is a strong commitment to partnership working as this is a view that I share. I also agree that it is still early days in terms of the Well-being of Future Generations Act and that there are still things that need to be improved. The transition to Public Service Boards has certainly brought about a positive change for partnership working and we are all working to ensure that we make the most of the opportunity afforded by the Act. In relation to resources, it is also worth adding that partners contribute to the Delivery Groups and regular delivery of priorities on a daily basis.

I think it would be useful for the Panel to receive an update on the process of developing the Wellbeing Objectives that is now underway. Hopefully this is something that can be arranged as soon as the Panel has its meetings confirmed.

In respect of the specific issues you raise here are my comments.

COUNCILLOR/Y CYNGHORYDD
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LEADER / ARWEINYDD

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CITY AND COUNTY OF SWANSEA
DINAS A SIR ABERTAWE

Environmental Issues

In relation to your questions as to how the PSB can raise the importance of tackling the environmental issues that affect Swansea, and identify issues such as air quality, water quality, waste, climate change and renewable energy within PSB priorities then I can respond as follows.

We have begun thinking about our Wellbeing Objectives and Wellbeing Plan in a series of workshops with stakeholders and, as a statutory member, Natural Resources Wales are able to contribute fully to this process. Indeed, they have already begun to challenge other statutory members on how environmental issues might be better addressed.

I will also ask Natural Resources Wales to lead an item at a future Partnership Group Meeting to ensure full awareness and engagement with the environmental issues you raise.

ABMU Financial Commitment

You asked whether this commitment could be clarified and I am delighted to say that the Health Board have agreed to continue their contribution for this year.

Pooled Budgets / Local Area Coordinators

You asked about developments on the issue of pooled funding, and whether the commitment from partners to fund additional Local Area Coordinators has been achieved

Whilst partners are debating and negotiating the wellbeing objectives for the PSB, the issue of pooled budgets has come up. The key to pooling resources is being seen less as an issue of putting money into a single pot, and more about ensuring that organisational objectives are PSB objectives – making the PSB work the day job. As the process for developing objectives continues, how successful we are at this will become clearer. The Core Group has had a discussion about the Local Area Coordination (LAC) evaluation report at their recent meeting. They were impressed with the preventative impact that the initiative was having. It is worth remembering that the original

COUNCILLOR/Y CYNGHORYDD
ROB STEWART
LEADER / ARWEINYDD

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CITY AND COUNTY OF SWANSEA
DINAS A SIR ABERTAWE

commitment in the Ageing Well Action Plan was 'to consider' contributing funds to a joint LAC resource. They have done this and as a result of the conversations, the Fire and Rescue Service has agreed to a two year secondment of one of their officers into a LAC role. Interviews for this post will be taking place in July 2017. Other organisations suggested it would be more appropriate to consider once the wellbeing objectives had been agreed, and so we have agreed to revisit this in the Autumn/Winter. Again, the key to gaining further support will be the extent to which we are successful at focusing interventions on outcomes that all partners benefit from, rather than seeing them on a single agency basis.

Communities First

In relation to Communities First, I agree that all partners can play a role in mitigating the potential impact of this project discontinuing. I will ask the Planning Group to consider the transition plans the Council has in place in the first instance.

I trust these responses are useful.

Yours sincerely

COUNCILLOR ROB STEWART
LEADER & CABINET MEMBER ECONOMY & STRATEGY

COUNCILLOR/Y CYNGHORYDD
ROB STEWART
LEADER / ARWEINYDD

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CITY AND COUNTY OF SWANSEA

DINAS A SIR ABERTAWE

Cllr Rob Stewart
Chair of Swansea Public Services
Board

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Date
Dyddiad:

9 June 2017

Summary: This is a letter from the Public Services Board Scrutiny Performance Panel to the Chair of the Public Services Board following the meeting of the Panel on 12 April. It reflects on the Panel's Q & A sessions over the last few months with members of the Public Services Board Core Group.

Dear Councillor Stewart,

Q & A sessions with the PSB Core Group Members

This letter provides you and the Public Services Board (PSB) with feedback following meetings of the Public Services Board Scrutiny Performance Panel with members of the PSB Core Group, during the last municipal year. The letter was held back due to the council elections in May and awaited confirmation of your re-election as council leader.

We understand that the Core Group is responsible for: planning the work of the PSB; setting the agenda for meetings; leading and managing the work streams; and reviewing and developing the PSB.

The Panel had already written to you following our meeting with Swansea Council for Voluntary Service (SCVS), one of the PSB's invited participants. We made you aware of concerns around their ability to contribute effectively to the PSB given financial pressures on the organisation, and asked how the PSB can develop a budget to facilitate the involvement of smaller organisations in supporting the work of the PSB who otherwise may struggle to contribute. We also asked for the PSB, as it develops a communications

strategy, to focus on community engagement and ways of taking forward co-production, and not just on promoting key messages.

We since met with Andrew Davies, chair of ABMU Health Board (and vice-chair of the PSB), Martin Jones, Chief Superintendent South Wales Police, Martyn Evans, Head of Operations South West Wales, Natural Resources Wales, and Mick Crennell, Deputy Chief Fire Officer, and Cllr Janice Dudley, Chair of the Mid & West Wales Fire & Rescue Service. Our sessions helped the Panel to understand the contribution Core Group Members and their organisations are making to the work of the PSB. A session with the Welsh Government representative, that will complete the series of Q & A sessions, will need to take place early in this municipal year.

This letter reflects on our Q & A sessions, issues raised, and the views and recommendations of the Panel, including any matters we would like the PSB to consider.

Commitment to partnership working

The Panel heard a clear commitment to the PSB from Core Group members, attributed in part to its statutory footing. There was a view that the change from Local Service Boards to Public Services Boards has provided a far better opportunity for engagement at the highest levels of each organisation.

We had the impression that all welcomed the opportunity to work together and saw how their organisation was connected to the improvement of health and wellbeing, and mutual dependencies in tackling the big issues facing Swansea. There was also recognition of the mutual benefits in delivering agreed objectives. Core Group Members demonstrated to the Panel how they are contributing to PSB priorities. We heard examples of work that is supporting the independence of older people (dealing with the challenges of an ageing population) and work focussed on providing a good start in life (investment in early years).

However, you should note that the Panel heard some concerns about the extent to which the PSB was operating as a team. All recognised that the PSB was still at the early stages of development and a challenge for all. It was clear to the Panel that there was much relationship building to do, changing of cultures, and 'thinking time' needed for effective collaboration to be achieved.

We acknowledged that Natural Resources Wales (NRW) was new to the Public Services Board, and the organisation saw this as an opportunity for strong connections to be made between the work of NRW and other partners. We saw evidence of their commitment to PSBs across Wales, and heard a strong view about the contribution NRW can make and its relevance to improving the quality of life. An argument was made for the PSB to raise the

importance of tackling the environmental issues that have a wider effect on the City and County of Swansea. This includes issues such as air quality, water quality, waste, climate change and renewable energy. This is something the PSB will need to think about as it develops its Wellbeing Plan and considers new objectives.

However, the Panel also realised that the extent to which the commitment to working together would be supported by financial contributions was an altogether more complex matter.

Pooled funding to tackle PSB priorities

The Panel asked about their position on pooled funding to support specific PSB projects, which we know is something you are trying to progress. We sensed that this was not straightforward. Whilst there was not an aversion, it was apparent that not all are convinced about the necessity or benefits of this approach. Given current austerity, there is more emphasis on the commitment of staff resources and its value, rather than financial contributions.

What appeared more important than any discussion about pooled budgets was the agreement of, and commitment to, shared objectives, i.e. seeing pooled budgets as a means to an end and not an end in itself. We were told that an alignment of budgets would then be more feasible or other ways to marshal resources for PSB projects would follow.

Partners, such as the Mid & West Wales Fire & Rescue Service, were keen to explore opportunities for co-production, co-location and collaboration that need not involve financial resources, but more effective use of staff resources.

In the case of the Police, we heard that they were unlikely to be in a position to contribute financially directly to the PSB but would instead focus on aligning their resources to support PSB objectives. We acknowledged that the police budget and service was not devolved to the Welsh Government. However, we heard about the other ways in which South Wales Police were funding projects benefitting Swansea, subject to a clear evidence base.

We did note that the Health Board has committed £10k to the PSB however the Panel is unclear about the purpose of this funding, and asks for your clarification. There was some confusion within the Panel about whether this was to support the running of the PSB or whether it is to support specific priorities.

We look forward to hearing more about developments on the issue of pooled funding, and in particular whether the commitment from partners to fund additional Local Area Coordinators has been achieved. The Panel feels that this will be a mark of the effectiveness of the PSB. Continued difficulty to

secure funding to support PSB priorities and objectives may suggest they are not high enough priority amongst partners and therefore not shared or that proposals lack a strong business case or confidence about impact.

Making a difference

We have already highlighted the need for the PSB to develop a performance management framework in order to be clear about actions, monitor progress against targets, and evaluate achievements and the effectiveness of the PSB.

One way in which the PSB can help to demonstrate its effectiveness is by communicating its work and achievements. The view from Core Group Members was that a greater promotion and publicity of successful collaborative working, showing what has changed 'on the ground', would increase awareness of good work that is going on and public confidence. Core Group members agreed that outcomes for citizens were paramount.

PSB arrangements across Wales

The Panel is aware of conflicting opinion about current arrangements for PSBs across Wales. We acknowledged the difficulty caused to some partners regarding the incompatibility of authority and regional boundaries. It was clear from our discussions that this posed a particular challenge for some of our partners, who, like the ABMU Health Board, would prefer a reduction in the number of PSBs and alignment with regional boundaries which they already operate under. Whilst not everyone may be happy with whatever arrangements are in place, we can see how this issue would affect the capacity for organisations to engage effectively in local priorities, which may differ across PSBs. The streamlining of the work and objectives of PSBs, within their regional footprint, appeared to be key to them, and the collaborative working between Merthyr Tydfil and Rhondda Cynon Taff authorities and partnership working in that area was cited as a positive example for others.

Although you have told us that it was difficult to identify good practice with the experience to date, partners shared their experience of working with other PSBs, and approaches elsewhere. We noted that there are variations in approach, for example in the preparation of Wellbeing Assessments, which have presented another challenge for those partners involved in more than one PSB. However the feeling was that there was an opportunity for learning from others, and there was a suggestion that examples elsewhere could help the Swansea PSB. A specific example of the experience in Bridgend PSB was mentioned where priority was given initially to developing partner relations and understanding about each other's roles, leadership, and priorities, through workshops, resulting in a more cohesive PSB. We noted

that this type of approach is now being adopted in Swansea following discussion and agreement by the Core Group.

Communities First Programme

Further to our discussion with you in February, there was agreement amongst Core Group Members that the PSB should discuss the impact of the ending of the Communities First Programme, to understand and consider how it can mitigate issues that may arise. The Panel would expect to see this as an agenda item at a forthcoming PSB meeting. There should be concern about the possible effects, which may cut across organisations, projects, initiatives and services within the partnership, and discussion about managing the transition.

Your Response

In your response we would welcome your comments on any of the issues raised in this letter. We would be grateful, however, if you could specifically refer to our request for you to:

- consider how the PSB can raise the importance of tackling the environmental issues that affect Swansea, and identify issues such as air quality, water quality, waste, climate change and renewable energy within PSB priorities;
- clarify the financial commitment from the ABMU Health Board to the PSB
- tell us about developments on the issue of pooled funding, and whether the commitment from partners to fund additional Local Area Coordinators has been achieved; and
- schedule a PSB discussion on the impact of the ending of the Communities First Programme.

I would be grateful if you could reply to this letter by 30 June 2017.

We will then include both letters in the agenda of the next available scrutiny meeting.

Yours sincerely,



Councillor Mary Jones

Convener, Public Services Board Scrutiny Performance Panel

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MINUTES OF THE MEETING OF SWANSEA PUBLIC SERVICES BOARD PARTNERSHIP GROUP

**HELD AT LORD MAYOR'S RECEPTION ROOM, GUILDHALL ON
TUESDAY, 21 MARCH 2017 AT 12.30 PM**

1. WELCOME AND APOLOGIES

PRESENT

Rob Stewart (Chair)	City & County of Swansea
Andrew Davies (Vice Chair)	Abertawe Bro Morgannwg University Health Board
Janice Dudley	Mid & West Wales Fire & Rescue Service
Mick Crennell	Mid & West Wales Fire & Rescue Service
Martin Jones	South Wales Police
Nina Williams	Public Health Wales
Eirian Evans	Wales Probation Service
Philip McDonnell	Swansea Environmental Forum
Daniel Jones (sub)	Police and Crime Commissioners Office
Chris Sivers	Safer Swansea Partnership
Mark Child	Healthy City Partnership
Hywel Evans	Regional Business Forum
Jane Davidson	University of Wales Trinity Saint David
Sian Harrop-Griffiths	Abertawe Bro Morgannwg University Health Board
Martyn Evans	Natural Resources Wales
Clive Lloyd	City & County of Swansea
Hilary Dover	PSB Planning Group
Ray Ciborowski	Swansea University
Mark Jones	Gower College
Dyfed Alsop	Welsh Government
Christine Richards	Swansea Children and Young People Executive Board
Jane Harris	City & County of Swansea

APOLOGIES FOR ABSENCE

Bonnie Navarra	Police and Crime Commissioners Office
Phil Roberts	City & County of Swansea
Amanda Carr	Swansea Council for Voluntary Service
Andrea Lewis	City & County of Swansea
Peter Vaughan	South Wales Police
Sian Tomos	Arts Council for Wales
Mike Phillips	PSB Research Group
David Bebb	Wales Community Rehabilitation Company
Steve Lewis	Job Centre Plus
Erika Kirchner	City & County of Swansea

OTHER ATTENDEES

Steve King	CCOS
Penny Gruffydd	CCOS
Liz Jordan	

2. DISCLOSURES OF PERSONAL AND PREJUDICIAL INTERESTS

No interests were declared.

3. PUBLIC QUESTION TIME

No questions were asked.

4. FEEDBACK FROM PSB PLANNING GROUP WORKSHOP

Hilary Dover, Chair of the PSB Planning Group, briefed the Partners on the outcomes from the Planning Group workshop on 2 February and the suggested actions/projects to take forward as part of the process for developing the Well Being Plan.

Comments made by partners:

- Well worth trying the Happiness Index. Be good to have a presentation on it
- There is nothing in the workshop notes about it being 'The' Plan.....the one overarching Plan for Swansea. The Plan that makes the difference. There are small environmental things that can be done but what is the big thing for Swansea?
- As it has got to be 'The' Plan, the PSB has to ensure that it has involvement at the Core Group and Partnership Group and in the Planning Group
- Need something which links the outcomes from the Well Being Plan workshop and the comments from the Future Generations Commissioner
- There need to be opportunities for wider discussions.

AGREED

- **Include a bullet point under 'General Principles' on asset based approaches and pooled budgets/resources**
- **Include Happiness Index in the list of proposed actions for the PSB**
- **Arrange for PSB to receive a presentation on the Happiness Index at a future PSB Partnership Group meeting.**
- **PSB members to let the Planning Group know if they have an interest or expertise to bring to one of the Proposed Actions for the PSB**
- **Include in the timetable for the Well Being Plan process, time for members of the PSB and Planning Group to discuss objectives for the Plan.**

5. WELL BEING ASSESSMENT CONSULTATION - UPDATE

Steve King, PSB Research Group support officer provided an update to Partners on progress with the WBA consultation prior to the Assessment being finalised in April.

Comments:

- It would be helpful to pull out some of the themes in the table in the next draft of the feedback report
- Happiness Index would be a good ongoing consultation tool for us using the 20 objectives in there.
- There will be further information on consultation going into the final WBA, for example, the engagement work carried out by Miller Research
- We already plan to do scenario planning and the Happiness Index as part of the Planning Group.

AGREED

- **Consultation to be undertaken on an ongoing basis.**

6. WELL BEING PLAN: ROLE OF INTEGRATED IMPACT ASSESSMENT TOOL

Penny Gruffydd, from the Sustainable Development Unit in the Council asked the Partners to consider how the IIA tool will be used as part of the development of the Well Being Plan.

AGREED

- **Referred to PSB Planning Group (they will set up a small group to look at it). Chris Sivers to lead on it.**
- **Planning Group to ensure the IIA tool is aligned to the Well Being Goals**
- **Planning Group to report back to the PSB Partnership Group with purpose of the IIA tool and recommendations**
- **PSB will monitor whether it should be used as they progress with development of the Well Being Plan**

7. UPDATE ON PSB PRIORITIES (VERBAL)

The sponsors provided a verbal update on the PSB Priority Projects.

Chris Sivers provided the following update:

Best Start in Life – The group is now meeting and PSB representatives are sitting on it. Social media is up and running, Facebook page, twitter etc.

Ageing Well – An event is being held on 27 April. Information on the event will be circulated to the PSB. A report on Local Area Coordination will be circulated to the PSB in due course. It is on the agenda for the Planning Group meeting on 3 April and the Core Group meeting on 12 April.

Domestic Abuse – Funding is in place for a post on the Key Three Project. A person was appointed last week on secondment and will start in April 2017.

Rob Stewart provided the following update:

City Centre – The City Deal has been signed. It will help fund a number of projects in Swansea. As it moves on comments on planning will be required from partners. Rob confirmed that in the delivery of the projects we can make sure we are aligned with the Well Being Goals in the Well Being of Future Generations Act.

Andrew Davies and Jane Davidson thanked Rob Stewart on behalf of the PSB for leading on this.

AGREED

- **Chris Sivers will bring a short briefing on the Best Start Story Book to a future meeting.**

8. FOR INFORMATION REPORTS

AGREED:

- **Minutes of the PSB Partnership Group meeting held on 17 January 2017 - agreed as a true and accurate record.**

9. ANY OTHER BUSINESS

No other business was raised.

Next Meeting:

12 April 2017	Core Group meeting
15 June 2017	Core Group meeting (Mandatory meeting)
18 July 2017	Partnership Group meeting

Swansea Public Services Board – Membership 2017/18

Statutory Members (Core Group and Partnership Group)

Councillor Rob Stewart (Chair)- <i>Leader of the Council</i>
Andrew Davies (Vice Chair) – <i>ABMU LHB</i>
Councillor Jan Curtice <i>Mid and West Fire and Rescue Service</i>
Phil Roberts - <i>Chief Executive</i>

Designated Representatives:

Sian Harrop-Griffiths, Chief Officer – <i>ABMU LHB</i>
Mick Crennell, Chief Officer - <i>Mid & West Wales Fire & Rescue Service</i>
Martyn Evans, Chief Executive – <i>Natural Resources Wales</i>

Invited Participants (Core Group and Partnership Group)

Dyfed Alsop – <i>Welsh Government</i>
Martin Jones - <i>Chief Superintendent South Wales Police</i>
Amanda Carr - <i>Swansea Council for Voluntary Service</i>

Invited Participants (Partnership Group)

Chris Sivers - <i>Safer Swansea Partnership</i>
Clive Lloyd - <i>Deputy Leader of the Council</i>
Mark Child - <i>Cabinet Member for Health and Wellbeing</i>
Andrew Lewis - <i>Cabinet Member for Housing, Energy & Building Services</i>
Jen Raynor - <i>Cabinet Member for Children, Education and Life-Long Learning</i>
June Burtonshaw / Mary Sherwood - <i>Cabinet Member for Future Generations</i>
Erika Kirchner – <i>Chair of Transformation and Future Council Policy Development and Delivery Committee</i>
Bonnie Navarra - <i>Police and Crime Commissioner South Wales Police (designated representative)</i>
Eirian Evans - <i>National Probation Service</i>
David Bebb - <i>Wales Community Rehabilitation Company</i>
Nina Williams - <i>Public Health Wales</i>
Hilary Dover - <i>Planning Group</i>
Raymond Ciborowski - <i>Swansea University</i>
Jane Davidson - <i>University of Wales Trinity Saint David</i>
Mark Jones - <i>Gower College</i>
Helen Matthews - <i>Job Centre Plus</i>
Hywel Evans - <i>Regional Business Forum</i>
Keith Baker - <i>Swansea Economic Regeneration Partnership</i>
Philip McDonnell - <i>Swansea Environmental Forum</i>
Mike Phillips - <i>Research Group</i>
To be confirmed - <i>DVLA</i>
To be confirmed - <i>Swansea Learning Partnership</i>