



City and County of Swansea

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

Cabinet Conference Room - Guildhall, Swansea

Thursday, 14 December 2017 at 3.00 pm

Present: Councillor R C Stewart (Chair) Presided

Chief Inspector Mark Brier, South Wales Police
Councillor J Curtice, Mid & West Wales Fire & Rescue Service
Andrew Davies, ABMU LHB
Hilary Dover, Planning Group
Sian Harrop-Griffiths, AMBU LHB
Sandra Husbands, Public Health Wales
Peter Jordan, Natural Resources Wales
Chris Sivers, Director of People, City & County of Swansea
Roger Thomas, Mid & West Wales Fire & Rescue
Craig

Also Present:

Leanne Ahern, Swansea Public Services Board Support Officer, Swansea Council
Samantha Woon, Democratic Services Officer, Swansea Council

Apologies for Absence: Amanda Carr, Phil Roberts, Martin Evans.

6 Disclosures of Personal & Prejudicial Interest.

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

7 Agreement of the draft steps.

The focus of the session was to review the work of the Planning Group. The following issues were raised

Live well Age well:

- Add to the steps the need to 'explore innovative options for more supportive approaches to end of life care'.
- Add to the steps 'develop the Making Every Contact Count initiative'

Best Start in life:

- Add to the steps 'explore innovative options to extend approaches to social prescribing'.

Working with Nature:

- Strengthen the driver diagram including what individual organisations will do.

Introduce a cross-cutting action to 'explore options to further align assets and estate management'.

Agreed that:

It was agreed that the following leads would be identified to develop and finalise the steps and oversee future delivery:

1. Lead for Age Well – Swansea Council.
2. Lead for Best Start - ABMU.
3. Lead for Nature – NRW.
4. Lead for Stronger Communities – South Wales Police, with support from SCVS.

8 Response to Future Generations Commissioner.

The Chair referred to the response to the Future Generations Commissioner. He stated that he would discuss the comments submitted by Natural Resources Wales directly with Martin Evans.

It was noted that the letter had been further amended and would be circulated to the Partnership Group prior to submission to the Future Generations Commissioner in January 2018.

Agreed that:

1. The letter include reference to Swansea Council being the first Local Authority in the UK embed the principles of the UNCRC into the Council's Policy Framework;
2. No further money be spent on creating a new logo; and
3. The Director of People circulates the amended letter to PSB members prior to submission to the Future Generations Commissioner.

9 Alternative Models.

The Director of People detailed the Governance Models in Wales; Regional Working; Future Generations Commissioner Feedback and Use of Existing Partnership Groups.

Members discussed the governance structures and the best way forward for operational delivery.

The Chair proposed a structure where the PSB Strategic Group met bi-monthly and was supported by the Operational Group (leads and sub groups).

Agreed that further work be undertaken on the proposed structure.

10 Discuss Funding Issues re: Consultation.

Easy Read Documents (Funding Issues)

The Director of People referred to the issues around ensuring that the Wellbeing Plan and associated consultation documents were available in alternative formats in order to ensure the effective engagement of disabled people in the process.

She stated that co-production and public engagement principles advocated early involvement of the public in all stages of the planning processes and public engagement earlier in the year was well received.

It was noted that effective consultation on the Wellbeing Plan required appropriate materials to be available to the public, particularly plain text documents, compatible with screen reader technologies. SCVS had produced a plain text version of their documents which can be screen read by blind and partially sighted people as well as others who used listening technologies. The document was available for all partners to use within their own consultation exercises.

The approximate cost of developing an easy read version was in the region of £3,000. However, there was no provision for this cost within the PSB budget. The deadline for implementation was 1 February 2018.

Members discussed the issues associated with the development of the document and highlighted the challenging financial situations within their respective organisations.

Agreed that Partners advise:

1. Whether they had developed consultation documents in alternative formats that could be shared and used by all PSB members;
2. That they are able to support the development of an Easy Read document whether developed in-house by a partner agency or by outsourcing the production and testing of a document; and
3. whether there are other formats that should also be produced.

VocalEyes

The Director of People advised that VocalEyes provided an opportunity to run conversations on the Swansea PSB Local Wellbeing Plan alongside the existing consultation.

There were two phases to the proposal, the first of which had received funding of £5000 and was to be commissioned as a pilot by Natural Resources Wales. However, no decision had been made in respect of funding for the second phase.

Concern was expressed regarding the decision making process and the need to collectively prioritise and agree actions. Additionally, the lack of funding for the second phase was highlighted.

Agreed that NRW to clarify whether the pilot can be cancelled in view of the comments from Members.

11 Signing off of the Well-being plan.

The Director of People advised that the Wellbeing Plan required publication by 4 May 2018.

[Mr A Davies, ABMU, Vice Chair, presided]

A discussion ensued regarding timescales for approval by all partners, specifically ABMU. Additionally, it was noted that the Council's Scrutiny Programme Committee had requested pre-decision scrutiny consider which will also impacted on the timescales.

Agreed that:

1. The Partnership Group would formally sign-off the Plan in January 2018, with the Core Group signing off the final version; and
2. The former One Swansea logo be used for branding purposes.

12 For Information Reports:

Resolved that the following Minutes be approved:

1. Minutes of the Core Group on 17 August 2017
2. Minutes of the PSB Partnership Meeting on 21 November 2017.

13 Any Other Business.

The Director of People referred to the from the letter from the Deputy Director, Local Government and Transportation regarding support for PSB's 2018-2019.

It was noted that the package of support available from the Welsh Government was divided into three types – general, targeted and local.

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Cont'd

Agreed that the Director of People respond expressing an interest for inclusion on behalf of the PSB.

The meeting ended at 4.40 pm

Chair