



## **AGENDA**

**22<sup>nd</sup> June 2021, 10.00am – Teams meeting**

1. Welcome and apologies
2. Minutes of last meeting
3. Well-being Assessment
4. Action Plan progress updates

### Community Themes

- a) Build links with relevant groups to support delivery of the Communities themed workstreams (**Sue Leonard/Iwan Thomas**)
- b) Build stronger links with Town and Community Councils – (**Iwan Thomas**)

### Becoming a Carbon Neutral County (NRW Funded Projects)

- c) Pembrokeshire Sustainable Natural Capital Forum (**Sue Leonard**)

### Recruitment and Employment Transformation Framework

- d) Develop a shared approach to staff well-being across PSB partner organisations (**Barry Walters/Alyson Phillips**)
- e) Raise awareness of schemes and initiatives to support employment and training (**David Evans/Alyson Phillips**)
5. PSB Annual Report 2020-21
6. Hywel Dda Estates Mapping Project
7. AOB

**Date and time of next meeting: 22<sup>nd</sup> September 2021, 10.00am**



## **AGENDA**

### **22 Mehefin 2021, 10.00am – Cyfarfod Teams**

1. Croeso ac ymddiheuriadau
2. Cofnodion o'r cyfarfod diwethaf
3. Asesiad Llesiant
4. Diweddariadau ar gynnydd y Cynllun Gweithredu

#### Themâu cymunedol

- a) Creu cysylltiadau gyda grwpiau perthnasol i gefnogi cyflwyniad y ffrydiau gwaith ar thema cymunedau (**Sue Leonard / Iwan Thomas**)
- b) Creu cysylltiadau cryfach gyda chynghorau tref a chymuned (**Iwan Thomas**)

#### Dod yn Sir Carbon Niwtral (prosiectau a ariennir gan Cyfoeth Naturiol Cymru (CNC))

- c) Fforwm Cyfalaf Naturiol Cynaliadwy Sir Benfro (**Sue Leonard**)

#### Fframwaith Trawsnewid Recriwtio a Chyflogaeth

- ch) Datblygu dull a rennir o ran lles staff ar draws sefydliadau partner y Bwrdd Gwasanaethau Cyhoeddus (**Barry Walters / Alyson Phillips**)
  - d) Codi ymwybyddiaeth o gynlluniau a mentrau i gefnogi cyflogaeth a hyfforddiant (David Evans / Alyson Phillips)
5. Adroddiad Blynyddol y Bwrdd Gwasanaethau Cyhoeddus 2020-21
  6. Prosiect Mapio Ystadau Hywel Dda
  7. UFA

**Dyddiad ac amser y cyfarfod nesaf:** 22 Medi 2021, 10.00am

**Pembrokeshire Public Services Board**  
**Bwrdd Gwasanaethau Cyhoeddus Sir Benfro**



**MINUTES OF PEMBROKESHIRE PUBLIC SERVICES BOARD**  
**Tuesday 27<sup>th</sup> April 2021 at 10.00am (Skype meeting)**

**Present:**

Tegryn Jones	Chief Executive, PCNPA (Chair)
Sue Leonard	Chief Officer, PAVS (Vice-Chair) (left 12.00pm)
Dr Steven Jones (SPJ)	Director of Community Services, PCC
Jonathan Griffiths	Director of Social Care & Housing, PCC (from 10.40am)
Iwan Thomas	Chief Executive Officer, PLANED (left 12.00pm)
Dr Barry Walters	Principal, Pembrokeshire College (left 11.15am)
Supt. Anthony Evans	Dyfed Powys Police (left 10.30am)
Alyson Phillips	Pembrokeshire Partnership Manager, DWP
Cllr. David Simpson	Leader, Pembrokeshire County Council
Kevin Jones	Assistant Chief Fire Officer, M&WW FRS
Andrea Winterton	Marine Service Manager, Operations, NRW
Martyn Palfreman	Head of Regional Collaboration, WWCP (left 12.30pm)
Philip Kloer	Executive Medical Director, Hywel Dda UHB (left 12.05pm)
Elaine Lorton	County Director, Pembrokeshire, Hywel Dda UHB (left 11.20am)
Anna Malloy	Port of Milford Haven
Jessica Williams	External Funding Manager, OPCC
Abi Marriot	PLANED
Mydrian Harries	Corporate Head for Prevention & Protection, MAWW FRS
Claire George	Locality Manager Hywel Dda UHB
Gareth Edwards	Prevention & Early Years Manager, PCC

**Support/Secretariat**

Lynne Richards	Corporate Partnerships Officer, PCC
Amy Richmond-Jones	M&WW Fire & Rescue Service
Jemma Rees	Corporate Partnerships Support Officer, PCC

**Apologies**

Richard Brown	Interim Chief Executive, Pembrokeshire County Council
Anna Bird	Head of Strategic Partnership Development, Hywel Dda UHB
Ros Jervis	Director of Public Health, HDUHB
Cllr. Cris Tomos	Pembrokeshire County Council
Alison Perry	Director of Commissioning, Dyfed Powys OPCC
Cllr. Elwyn Williams	Vice-Chair MAWW Fire Authority
Maria Battle	Chair, Hywel Dda UHB
Christine Harley	Head of Dyfed Powys Local Delivery Unit, HMPPS
Nick Evans	Corporate Policy and Partnerships Manager, PCC

The meeting commenced at 10.05am

## 1. Welcome and Apologies

Introductions were made and apologies received from those listed above.

TJ noted that Ann Owen of the Welsh Government had resigned her position as a member of the PSB. No details regarding a replacement representative had been received as yet.

## 2. Minutes of last meeting/Action Log

The minutes of the last meeting held on 23<sup>rd</sup> February 2021 were confirmed as an accurate record.

### Action Log

Updates on actions agreed at the last meeting were as follows;

*Point 1 – SL would circulate a reminder to partners who had not forwarded copies of their Volunteering Strategies to her*

SL

*Points 2 & 3 – To be carried forward to the next meeting*

TJ/AW

*Points 4 & 5 – On agenda*

EL gave an update on the Graduate Trainee Programme. A combined bid between Pembrokeshire College, PCC and Hywel Dda for the Academi Wales Graduate Trainee programme had been submitted to WG. Bids would be considered around June with plans for graduates to be in place from January 2022.

EL requested that partners return information by the next PSB meeting regarding the project to map partner estates for collaborative use. She noted that spaces may have to be used differently in the circumstances with an increase in the use of technology and social media and that opportunities to work more collaboratively may have to be expressed in a different way. KJ noted that a similar project was underway in Carmarthenshire. EL would provide a brief update as part of the Minutes/Action Log item at the next meeting.

EL

## 3. Well-being Assessment Planning 2021-22

LR updated on items around planning for the well-being assessment.

The first item was a joint letter from Sophie Howe and Julie James setting out their expectations around what PSBs should be taking account of and including in our next Well-being Assessment.

The second item was a summary of the Senedd Public Account Committee Report published in March which looked at barriers to implementing the WBFG Act and offered a number of recommendations for improvement. SL/TJ had been involved and invited to participate in the review in their roles as Chair and vice-Chair of the PSB. LR noted that the majority of the recommendations are for WG or the FG Office and that she was not aware of any expectations that the PSB should respond to the report although a response could be provided if partners thought it appropriate.

The third item on the agenda was an update on work undertaken regionally towards developing the Well-being Assessment. An update had been provided at the last PSB meeting in February and the regional group had met a couple of times since then. The main points to note in terms of progress were;

- The regional group had developed a joint methodology framework which laid out the process and timescales that will be followed
- The Situation Analysis, a review of the current available data, including what is held by partners, will be circulated to all PSB members prior to commencing engagement with the public, to seek views and comments on the appropriateness of the information provided
- An Engagement Plan is being developed which will outline the detailed approach to conducting engagement and consultation on the assessment
- A letter had recently been received from the Co-production Network for Wales inviting PSBs to apply for support in relation to engagement activity for the Well-being Assessments. Co-pro Wales have secured 5 years of funding from the National Lottery Community Fund to work with 3 PSBs or a cluster of PSBs on the implementation of co-production in their assessments. Regionally partners are keen to pursue this offer and recommend submitting an application as a cluster of three PSBs, which Ceredigion have offered to draft.

LR then gave an overview of the recommendations for approval by PSB members:

1. That the PSB endorses the Joint Methodology Framework for producing the Well-being Assessments.
2. That each PSB member organisation nominates a 'Data Lead' to assist in the data gathering and analysis for the assessment.
3. That the PSB endorses the submission of a regional application to Co-production Network for Wales to support engagement activity during this round of assessments.

MP noted that he was also involved as the RPB representative in the regional group and would be working with the three PSBs to consider any areas of crossover with the development of their Population Needs Assessment. SL said that the engagement process was an important step in production of the next Well-being Assessment and should be a collective effort. She queried whether the engagement process would need to be strictly adhered to or whether each county could follow their own process and whether the engagement period could be extended. LR said that the regional timeline and engagement process would have to be followed but that the activity would need to meet Pembrokeshire's requirements. SL also noted that there was the potential to cause confusion with PLANED also having developed a community survey as part of the CWBR project. LR said that this would be considered as part of development of the regional survey.

Several partners noted the importance of linking with all PSB partners to identify relevant information held by them and that it was important to take account of lessons learnt and areas that should have had more focus in the last Assessment. PK also noted that many partners would be undertaking a range of engagement work after the elections had taken place and that it would be important to link in with this work.

LR noted that a review of data held by partners would take place as part of the situation analysis phase which is why it would be important for partners to identify their data leads to assist with this process.

PSB partners endorsed both the joint methodology framework and submission of a regional application, to include the PSBs from Pembrokeshire, Carmarthenshire, Ceredigion, Powys and the Regional Partnership Board, to the Co- production Network for Wales to support engagement activity in developing the Well-being Assessment. Contact would be made with PSB partner in the next few days to ask them to provide information on data leads for their organisations.

LR

#### **4. Action Plan progress updates**

TJ noted that PSB partners had provided brief written updates on action plans that had been endorsed by the Board in November 2020.

Build links with relevant groups to support delivery of the Communities themed workstreams (Leads - Sue Leonard/Iwan Thomas)

There was no additional update in addition to the written update circulated.

Build stronger links with Town and Community Councils (Lead - Iwan Thomas)

IT introduced AM who provided a brief presentation on the CWBR project and key findings.

The project had focused on 12 community areas and the development of action Well-being Plans for each. AM provided an overview of the bespoke support offered to town and community councils and the focus on engaging young people aged 20-25 in the work of councils. The project had used an asset based strengths approach and had received support from One Voice Wales and worked with PAVS around methods of engagement. A pack of resources developed as part of the project would be available online alongside a youth engagement toolkit.

CG noted that following on from the project and successful engagement with the town and community council sector One Voice Wales were supporting a funded engagement officer post.

TJ thanked AM for the presentation.

Pembrokeshire Sustainable Natural Capital Forum (Lead - Sue Leonard) and Review of activity helping to make Pembrokeshire carbon neutral (Lead - Tegryn Jones)

TJ noted that these projects would form part of the combined high-level discussion around climate and environmentally focused activity to be undertaken by PSB partner organisations with the aim of introducing a more joined up approach.

Develop a shared approach to staff well-being across PSB partner organisations (Leads - David Evans/Alyson Phillips)

There was no additional update in addition to the written update circulated. PK noted that there was an opportunity to reflect on lessons learnt around staff well-being with EL suggesting a one-off 'debrief' sessions for partners to these lessons and what could be

used in planning for a similar situation. BW/AP/EL agreed to take a lead on setting up a one off de-briefing session for partner organisations and provide an update at the next meeting.

**BW/AP/  
EL**

Raise awareness of schemes and initiatives to support employment and training (Leads - David Evans/Alyson Phillips)

BW gave an update on opportunities available through Pembrokeshire College. SPJ noted that there had been a lot of interest in the Kickstart Scheme opportunities being offered by PCC but that the Council were experiencing a broader issue around recruitment of staff across the board. He noted that discussions had been held some time ago in PSB meetings around advertising employment opportunities in Pembrokeshire more widely in other areas of the UK and that a discussion around collaborative recruitment could be something that the PSB might wish to consider at a later date. Partners from Health and MAWW FRS agreed that they had experienced similar issues in recruiting to a number of roles. JG noted that discussions had been held within PCC around a critical skills programme some years ago which would have benefits for all partners.

Mapping of current climate and environmentally focused activity (Lead - Andrea Winterton)

AW updated on two regional meetings – one around environmental project mapping and a workshop on WG's carbon calculator – that had been postponed and would be re-scheduled.

Building Climate Resilient Communities (Lead - Andrea Winterton)

This project would also form part of the combined high-level discussion around climate and environmentally focused activity noted above.

## **5. Volunteering for Pembrokeshire programme**

SL provided an update on the Volunteering for Pembrokeshire programme and the development of the Volunteering for Pembrokeshire Strategy and Pembrokeshire Community Fund.

SL outlined the main points in development of the strategy and noted that PCC would be providing funding for a part time officer to work on implementing the local authority volunteering policy and to work with the PAVS volunteering team. It was possible that PAVS might be able to top up the funding to make it a full time post.

PSB partners agreed to support consultation around the strategy when it is launched later in the year. With regard to whether the Volunteering Strategy Implementation Group should sit within the PSB governance framework, it was agreed that the PSB would receive regular updates as a link to the Communities theme within the Well-being Plan.

SL then provided an update on the proposal to develop a Pembrokeshire Community Fund, suggesting that the PSB should have oversight of such a fund. How communities would be involved in how the fund is invested was still to be determined and SL noted that Angela Stoddart is continuing to work on the project to provide suggestions for this and other questions. SL said that she hoped that a community led partnership could be built into the PSB governance structure, utilising the experience gained by DPP and the

participatory budgeting approach that had been used to fund community led projects last year.

SPJ noted that there would be significant potential in such a fund but that careful consideration would need to be given to governance. JG suggested that the fund should not be managed by a public body and that there would be more advantages to something that was managed directly by the community.

## **6. Integrated Locality Networks**

CG gave an update on work to establish six integrated locality networks across Pembrokeshire, embedding an asset based community development approach to integrating public sector assets to support the sustainable development of communities. The approach was being re-visited after being paused due to the pandemic, although CG noted that some progress had been made.

The advantages of the networks approach was discussed in terms of engagement and networking possibilities, but it was also noted that it would be important to clarify their exact role. Following brief discussion around the scope of the networks and the various elements that they should extend to include, including town and community councils and issues of an environmental context, it was agreed that CG would look to contact the members of the Pembrokeshire Co-production and Engagement Network to act as PSB member leads in each of the network areas.

## **7. Operation Dawns Glaw**

MH provided partners with a presentation on Operations Dawns Glaw, the MAWW Fire Service's annual programme to tackle deliberate grass fires, asking that partners raise awareness of the programme within their own organisations.

TJ thanked MH for his presentation.

## **8. Integration of Early Years Transformation Programme update**

GE provided partners with an update on the Integration of Early Years Transformation Programme, including the aims and core values of the project and next steps in development. The potential benefits of the programme were outlined along with issues around sustainability and the frustrations of short term funding.

TJ thanked GE for his presentation. Further updates will be provided as appropriate.

## **9. Pride in Pembrokeshire**

As part of the work around volunteering carried out by PAVS the opportunity was taken to evaluate the Pride in Pembrokeshire award. The report provided presented an overview of the winners since 2017, where the winning groups were located and how the work of the winning groups aligned to the national well-being goals and previous winners had also been asked to comment on how the award had helped them. Alongside this and discussions with PAVS, who administer the award on behalf of the PSB, a number of options for improvement and recommendations were developed to both streamline the process and align the award more closely with the Well-being Plan.



After a brief discussion the recommendations as outlined in the report were agreed and a further update would be provided following a review of their implementation in around 12 months' time.

## **10. AOB**

There was no other business.

The meeting ended at 12.45pm.

DRAFT

**Pembrokeshire Public Services Board**  
**Bwrdd Gwasanaethau Cyhoeddus Sir Benfro**



**COFNODION BWRDD GWASANAETHAU CYHOEDDUS SIR BENFRO**  
**Dydd Mawrth 27 Ebrill 2021 am 10:00am (Cyfarfod Skype)**

**Yn bresennol:**

Tegryn Jones	Prif Weithredwr, Awdurdod Parc Cenedlaethol Arfordir Penfro (Cadeirydd)
Sue Leonard	Prif Swyddog, Cymdeithas Gwasanaethau Gwirfoddol Sir Benfro (Is-Gadeirydd) (gadawodd am 12:00pm)
Dr Steven Jones (SPJ)	Cyfarwyddwr Gwasanaethau Cymunedol, Cyngor Sir Penfro
Jonathan Griffiths	Cyfarwyddwr Gofal Cymdeithasol a Thai, Cyngor Sir Penfro (o 10:40am)
Iwan Thomas	Prif Weithredwr, PLANED (gadawodd am 12:00pm)
Dr Barry Walters	Pennaeth, Coleg Sir Benfro (gadawodd am 11:15am)
Yr Uwch-arolygydd	
Anthony Evans	Heddlu Dyfed Powys (gadawodd am 10:30am)
Alyson Phillips	Rheolwr Partneriaeth Sir Benfro, Yr Adran Gwaith a Phensiynau
Y Cyngh. David Simpson	Arweinydd, Cyngor Sir Penfro
Kevin Jones	Prif Swyddog Tân Cynorthwyol, Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru
Andrea Winterton	Rheolwr Gwasanaeth Morol, Gweithrediadau, Cyfoeth Naturiol Cymru
Martyn Palfreman	Pennaeth Cydweithio Rhanbarthol, Partneriaeth Gofal Gorllewin Cymru (gadawodd am 12:30pm)
Philip Kloer	Cyfarwyddwr Meddygol Gweithredol, Bwrdd Iechyd Prifysgol Hywel Dda (gadawodd am 12:05pm)
Elaine Lorton	Cyfarwyddwr Sirol, Sir Benfro, Bwrdd Iechyd Prifysgol Hywel Dda (gadawodd am 11:20am)
Anna Malloy	Porthladd Aberdaugleddau
Jessica Williams	Rheolwr Cyllid Allanol, Swyddfa'r Comisiynydd Heddlu a Throsedd
Abi Marriot	PLANED
Mydrian Harries	Pennaeth Corfforaethol Atal a Gwarchod, Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru
Claire George	Rheolwr Ardal, Bwrdd Iechyd Prifysgol Hywel Dda
Gareth Edwards	Rheolwr Atal a'r Blynnyddoedd Cynnar, Cyngor Sir Penfro

**Cymorth/Ysgrifenyddiaeth**

Lynne Richards	Swyddog Partneriaethau Corfforaethol, Cyngor Sir Penfro
Amy Richmond-Jones	Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru
Jemma Rees	Swyddog Cymorth Partneriaethau Corfforaethol, Cyngor Sir Penfro

**Ymddiheuriadau**

Richard Brown	Prif Weithredwr Interim, Cyngor Sir Penfro
---------------	--

Anna Bird	Pennaeth Datblygu Partneriaeth Strategol, Bwrdd Iechyd Prifysgol Hywel Dda
Ros Jervis	Cyfarwyddwr Iechyd y Cyhoedd, Bwrdd Iechyd Prifysgol Hywel Dda
Y Cyng. Cris Tomos Alison Perry	Cyngor Sir Penfro Cyfarwyddwr Comisiynu, Swyddfa Comisiynydd Heddlu a Throsedd Dyfed Powys
Y Cyng. Elwyn Williams Maria Battle Christine Harley	Is-Gadeirydd Awdurdod Tân Canolbarth a Gorllewin Cymru Cadeirydd, Bwrdd Iechyd Prifysgol Hywel Dda Pennaeth Uned Gyflawni Leol Dyfed Powys, Gwasanaeth Prawf a Charchardai Ei Mawrhydi
Nick Evans	Rheolwr Polisi a Phartneriaethau Corfforaethol, Cyngor Sir Penfro

Dechreuodd y cyfarfod am 10:05am

## 1. Croeso ac Ymddiheuriadau

Gwnaed cyflwyniadau a derbyniwyd ymddiheuriadau gan y rhai a restrir uchod.

Nododd TJ fod Ann Owen o Lywodraeth Cymru wedi ymddiswyddo o fod yn aelod o'r Bwrdd Gwasanaethau Cyhoeddus. Nid oedd unrhyw fanylion ynghylch cynrychiolydd i gymryd ei lle wedi dod i law eto.

## 2. Cofnodion y cyfarfod diwethaf/Log Gweithredu

Cadarnhawyd fod cofnodion y cyfarfod diwethaf a gynhaliwyd ar 23 Chwefror 2021 yn gywir.

### Log Gweithredu

Roedd diweddariadau ar gamau gweithredu y cytunwyd arnynt yn y cyfarfod diwethaf fel a ganlyn;

*Pwynt 1 – Byddai SL yn cylchredeg neges atgoffa i bartneriaid nad oeddent wedi anfon copiâu o'u Strategaethau Gwirfoddoli ymlaen ati*

SL

*Pwyntiau 2 a 3 – I'w cario ymlaen i'r cyfarfod nesaf*

TJ/AW

*Pwyntiau 4 a 5 – Ar yr agenda*

Rhoddodd EL ddiweddariad ar y Rhaglen Hyfforddi Graddedigion. Roedd cynnig ar y cyd rhwng Coleg Sir Benfro, Cyngor Sir Penfro a Hywel Dda ar gyfer Rhaglen Hyfforddi Graddedigion Academi Cymru wedi cael ei gyflwyno i Lywodraeth Cymru. Byddai cynigion yn cael eu hystyried oddeutu mis Mehefin gyda chynlluniau i raddedigion fod yn eu lle o fis Ionawr 2022.

Gofynnodd EL i bartneriaid ddychwelyd gwybodaeth erbyn cyfarfod nesaf y Bwrdd Gwasanaethau Cyhoeddus ynghylch y prosiect i fapio ystadau partneriaid ar gyfer defnydd cydweithredol. Nododd y gallai fod angen i fannau gael eu defnyddio'n wahanol dan yr amgylchiadau gyda chynnydd yn y defnydd o dechnoleg a'r cyfryngau

EL

cymdeithasol ac y gallai fod yn rhaid i gyfleoedd i weithio'n fwy cydweithredol gael eu mynegi mewn ffordd wahanol. Nododd KJ fod prosiect tebyg ar y gweill yn Sir Gaerfyrddin. Byddai EL yn darparu diweddariad byr fel rhan o'r eitem Cofnodion/Log Gweithredu yn y cyfarfod nesaf.

### 3. Cynllunio Asesiad Llesiant 2021-22

Rhoddodd LR ddiweddariad ar eitemau mewn perthynas â chynllunio ar gyfer yr asesiad llesiant.

Llythyr ar y cyd oddi wrth Sophie Howe a Julie James oedd yr eitem gyntaf, yn nodi eu disgwyliadau o ran yr hyn y dylai Byrddau Gwasanaethau Cyhoeddus fod yn ei ystyried ac yn ei gynnwys yn ein Hasesiad Llesiant nesaf.

Crynodeb o Adroddiad Pwyllgor Cyfrifon Cyhoeddus y Senedd a gyhoeddwyd ym mis Mawrth oedd yr ail eitem, yn bwrw golwg ar y rhwystrau i roi Deddf Llesiant Cenedlaethau'r Dyfodol ar waith ac yn cynnig nifer o argymhellion ar gyfer gwella. Roedd SL/TJ wedi bod yn rhan o'r adolygiad ac wedi cael eu gwahodd i gyfranogi ynddo yn eu rolau fel Cadeirydd ac Is-Gadeirydd y Bwrdd Gwasanaethau Cyhoeddus. Nododd LR mai argymhellion i Lywodraeth Cymru neu Swyddfa Comisiynydd Cenedlaethau'r Dyfodol yw'r mwyafrif ac nad oedd hi'n ymwybodol o unrhyw ddisgwyliadau bod y Bwrdd Gwasanaethau Cyhoeddus yn ymateb i'r adroddiad er y gellid darparu ymateb os oedd partneriaid yn meddwl bod hynny'n briodol.

Diweddariad ar waith a wneir yn rhanbarthol tuag at ddatblygu'r Asesiad Llesiant oedd y drydedd eitem ar yr agenda. Roedd diweddariad wedi cael ei ddarparu yng nghyfarfod diwethaf y BGC ym mis Chwefror ac roedd y grŵp rhanbarthol wedi cwrdd gwpl o weithiau ers hynny. Y prif bwyntiau i'w nodi o ran cynnydd oedd;

- Roedd y grŵp rhanbarthol wedi datblygu fframwaith methodoleg ar y cyd a oedd yn nodi'r broses a'r graddfeydd amser a fydd yn cael eu dilyn
- Bydd y Dadansoddiad o'r Sefyllfa, adolygiad o'r data sydd ar gael ar hyn o bryd, gan gynnwys yr hyn sy'n cael ei ddal gan bartneriaid, yn cael ei gylchredeg i holl aelodau'r Bwrdd Gwasanaethau Cyhoeddus cyn dechrau ymgysylltu â'r cyhoedd, i geisio barn a sylwadau ynglŷn â phriodoldeb yr wybodaeth a ddarperir
- Mae Cynllun Ymgysylltu'n cael ei ddatblygu a fydd yn amlinellu'r dull manwl o wneud gwaith ymgysylltu ac ymgynghori ar yr asesiad
- Roedd llythyr wedi dod i law yn ddiweddar oddi wrth Rwydwaith Cydgynhyrchu Cymru yn gwahodd Byrddau Gwasanaethau Cyhoeddus i ymgeisio am gymorth mewn perthynas â gweithgarwch ymgysylltu ar gyfer yr Asesiadau Llesiant. Mae Rhwydwaith Cydgynhyrchu Cymru wedi sicrhau cyllid am 5 mlynedd o Gronfa Gymunedol y Loteri Genedlaethol i weithio gyda 3 Bwrdd Gwasanaethau Cyhoeddus neu glwstwr o Fyrddau Gwasanaethau Cyhoeddus ar roi cydgynhyrchu ar waith yn eu hasesiadau. Yn rhanbarthol mae partneriaid yn awyddus i fynd ar drywydd y cynnig hwn ac yn argymhell cyflwyno cais fel clwstwr o dri Bwrdd Gwasanaethau Cyhoeddus, y mae Ceredigion wedi cynnig i'w ddrafftio.

Wedyn rhoddodd LR drosolwg o'r argymhellion i gael eu cymeradwyo gan aelodau'r Bwrdd Gwasanaethau Cyhoeddus:

1. Bod y Bwrdd Gwasanaethau Cyhoeddus yn cymeradwyo'r Fframwaith Methodoleg ar y Cyd ar gyfer cynhyrchu'r Asesiadau Llesiant.

2. Bod pob sefydliad sy'n aelod o'r Bwrdd Gwasanaethau Cyhoeddus yn enwebu 'Swyddog Data Arweiniol' i roi cymorth i gasglu a dadansoddi'r data ar gyfer yr asesiad.
3. Bod y Bwrdd Gwasanaethau Cyhoeddus yn rhoi cymeradwyaeth i gyflwyno cais rhanbarthol i Rwydwaith Cydgynhyrchu Cymru i gefnogi gweithgarwch ymgysylltu yn ystod y cylch hwn o asesiadau.

Nododd MP ei fod ef hefyd yn rhan o'r grŵp rhanbarthol fel cynrychiolydd y Bwrdd Gwasanaethau Cyhoeddus ac y byddai'n gweithio gyda'r tri Bwrdd Gwasanaethau Cyhoeddus i ystyried unrhyw feysydd lle ceir gorgyffwrdd â datblygu eu Hasesiad o Anghenion y Boblogaeth. Dywedodd SL fod y broses ymgysylltu'n gam pwysig o ran cynhyrchu'r Asesiad Llesiant nesaf ac y dylai fod yn ymdrech ar y cyd. Holodd a fyddai angen ymlynu'n gaeth wrth y broses ymgysylltu ynteu a allai pob sir ddilyn eu proses eu hunain a pha un a ellid ymestyn y cyfnod ymgysylltu. Dywedodd LR y byddai'n rhaid dilyn y llinell amser a'r broses ymgysylltu ranbarthol ond y byddai angen i'r gweithgarwch ateb gofynion Sir Benfro. Nododd SL hefyd fod potensial i greu dryswch gan bod PLANED hefyd wedi datblygu arolwg cymunedol fel rhan o'r prosiect Llesiant a Chydnerthedd Cymunedol (CWBR). Dywedodd LR y byddai hyn yn cael ei ystyried fel rhan o ddatblygu'r arolwg rhanbarthol.

Nododd nifer o bartneriaid bwysigrwydd cynnal cyswllt â holl bartneriaid y Bwrdd Gwasanaethau Cyhoeddus i adnabod gwybodaeth berthnasol a ddelir ganddynt a'i bod yn bwysig ystyried gwersi a ddysgwyd a meysydd y dylid bod wedi rhoi mwy o ffocws arnynt yn yr Asesiad diwethaf. Nododd PK hefyd y byddai llawer o bartneriaid yn gwneud amrywiaeth o waith ymgysylltu ar ôl i'r etholiadau ddigwydd ac y byddai'n bwysig cysylltu â'r gwaith hwn.

Nododd LR y byddai adolygiad o ddata a ddelir gan bartneriaid yn digwydd fel rhan o gam dadansoddi'r sefyllfa ac mai dyna pam y byddai'n bwysig i bartneriaid adnabod eu swyddogion data arweiniol i gynorthwyo gyda'r broses hon.

Fe wnaeth partneriaid y Bwrdd Gwasanaethau Cyhoeddus gymeradwyo'r fframwaith methodoleg ar y cyd a rhoi cymeradwyaeth i gyflwyno cais rhanbarthol, a fyddai'n cynnwys y Byrddau Gwasanaethau Cyhoeddus o Sir Benfro, Sir Gaerfyrddin, Ceredigion, Powys a'r Bwrdd Partneriaeth Rhanbarthol, i Rwydwaith Cydgynhyrchu Cymru i gefnogi gweithgarwch ymgysylltu wrth ddatblygu'r Asesiad Llesiant. Byddai partneriaid y Bwrdd Gwasanaethau Cyhoeddus yn cael cyswllt yn y dyddiau nesaf i ofyn iddynt ddarparu gwybodaeth am swyddogion data arweiniol ar gyfer eu sefydliadau.

LR

#### **4. Diweddariadau ar gynnydd gyda Chynlluniau Gweithredu**

Nododd TJ fod partneriaid y Bwrdd Gwasanaethau Cyhoeddus wedi darparu diweddariadau ysgrifenedig byr ar gynlluniau gweithredu a oedd wedi cael eu cymeradwyo gan y Bwrdd ym mis Tachwedd 2020.

Adeiladu cysylltiadau â grwpiau perthnasol i gefnogi cyflwyno'r ffrydiau gwaith â thema Cymunedau (Arweinwyr - Sue Leonard/Iwan Thomas)

Nid oedd diweddariad ychwanegol ar ben y diweddariad ysgrifenedig a gafodd ei gylochredeg.

Adeiladu cysylltiadau cryfach â Chynghorau Tref a Chymuned (Arweinydd - Iwan Thomas)

Fe wnaeth IT gyflwyno AM a ddarparodd gyflwyniad byr ar y prosiect Llesiant a Chydnherthedd Cymunedol a chanfyddiadau allweddol.

Roedd y prosiect wedi canolbwyntio ar 12 ardal gymunedol a datblygu Cynlluniau Llesiant yn cynnwys camau gweithredu ar gyfer pob un. Darparodd AM drosolwg o'r cymorth pwrpasol a gynigiwyd i gynghorau tref a chymuned a'r ffocws ar ennyn ymgysylltiad pobl ifanc 20-25 oed â gwaith cynghorau. Roedd y prosiect wedi defnyddio dull seiliedig ar asedau/cryfderau ac wedi cael cymorth gan Un Llais Cymru ac wedi gweithio gyda Chymdeithas Gwasanaethau Gwirfoddol Sir Benfro mewn perthynas â dulliau ymgysylltu. Byddai pecyn o adnoddau a ddatblygwyd fel rhan o'r prosiect ar gael ar-lein ochr yn ochr â phegyn cymorth ymgysylltu â phobl ifanc.

Nododd CG, yn dilyn ymlaen o'r prosiect ac ymgysylltu llwyddiannus â'r sector cynghorau tref a chymuned, fod Un Llais Cymru'n cefnogi swydd swyddog ymgysylltu a ariennir.

Diolchodd TJ i AM am y cyflwyniad.

Fforwm Cyfalaf Naturiol Cynaliadwy Sir Benfro (Arweinydd - Sue Leonard) ac Adolygiad o weithgareddau sy'n helpu i wneud Sir Benfro sy'n garbon niwtral (Arweinydd - Tegryn Jones)

Nododd TJ y byddai'r prosiectau hyn yn rhan o'r drafodaeth lefel uchel gyfunol am weithgarwch sydd â ffocws ar yr hinsawdd a'r amgylchedd a fydd yn cael eu cyflawni gan sefydliadau partner y Bwrdd Gwasanaethau Cyhoeddus gyda'r nod o gyflwyno dull mwy cydgyssylltiedig.

Datblygu dull a rennir ar gyfer llesiant staff ar draws sefydliadau partner y Bwrdd Gwasanaethau Cyhoeddus (Arweinwyr - David Evans/Alyson Phillips)

Nid oedd unrhyw ddiweddariad ychwanegol ar ben y diweddariad ysgrifenedig a gafodd ei gylichredeg. Nododd PK fod cyfle i fyfyrion ynghylch gwersi a ddysgwyd mewn perthynas â lles staff gydag EL yn awgrymu sesiynau 'ôl-drafod' unigol ar gyfer partneriaid i amlygu'r gwersi hyn a'r hyn y gellid ei ddefnyddio i gynllunio ar gyfer sefyllfa debyg. Cytunodd BW/AP/EL i arwain o ran sefydlu sesiwn ôl-drafod unigol ar gyfer sefydliadau partner a darparu diweddariad yn y cyfarfod nesaf.

**BW/AP  
/EL**

Codi ymwybyddiaeth o gynlluniau a mentrau i gefnogi cyflogaeth a hyfforddiant (Arweinwyr - David Evans/Alyson Phillips)

Rhoddodd BW ddiweddariad ar gyfleoedd sydd ar gael trwy Goleg Sir Benfro. Nododd SPJ fod llawer o ddiddordeb wedi bod yn y cyfleoedd trwy'r Cynllun Kickstart sy'n cael eu cynnig gan Gyngor Sir Penfro ond bod y Cyngor yn profi mater ehangach o ran recriwtio staff drwyddi draw. Nododd fod trafodaethau wedi cael eu cynnal beth amser yn ôl yng nghyfarfodydd y Bwrdd Gwasanaethau Cyhoeddus ynglŷn â hysbysebu cyfleoedd cyflogaeth yn Sir Benfro'n fwy eang mewn ardaloedd eraill yn y DU ac y gallai trafodaeth am recriwtio cydweithredol fod yn rhywbeth y byddai'r Bwrdd Gwasanaethau Cyhoeddus o bosibl yn dymuno'i ystyried yn y dyfodol. Roedd partneriaid o'r Bwrdd Iechyd a Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru'n cytuno eu bod wedi profi materion tebyg gyda recriwtio i nifer o rolau. Nododd JG fod trafodaethau wedi cael eu cynnal yng Nghyngor Sir Penfro ynglŷn â rhaglen sgiliau tra phwysig rai blynyddoedd yn ôl a fyddai'n dwyn manteision i'r holl bartneriaid.

Mapio gweithgarwch presennol sydd â ffocws ar yr hinsawdd a'r amgylchedd (Arweinydd - Andrea Winterton)

Rhoddodd AW ddiweddariad ar ddau gyfarfod rhanbarthol – un ar fapio prosiectau amgylcheddol a gweithdy ar gyfrifydd carbon Llywodraeth Cymru – a ohiriwyd ac a fyddai'n cael eu haildrefnu.

Adeiladu Cymunedau sy'n Gallu Dygymod â'r Newid yn yr Hinsawdd (Arweinydd - Andrea Winterton)

Byddai'r prosiect hwn hefyd yn rhan o'r drafodaeth lefel uchel gyfunol am weithgarwch sydd â ffocws ar yr hinsawdd a'r amgylchedd a nodwyd uchod.

## **5. Rhaglen Gwirfoddoli dros Sir Benfro**

Darparodd SL ddiweddariad ar y rhaglen Gwirfoddoli dros Sir Benfro a datblygiad y Strategaeth Gwirfoddoli dros Sir Benfro a Chronfa Gymunedol Sir Benfro.

Fe wnaeth SL nodi'r prif bwyntiau o ran datblygu'r strategaeth a nododd y byddai Cyngor Sir Penfro'n darparu cyllid ar gyfer swyddog rhan-amser i weithio ar roi polisi gwirfoddoli'r Awdurdod Lleol ar waith ac i weithio gyda thîm gwirfoddoli Cymdeithas Gwasanaethau Gwirfoddol Sir Benfro. Roedd yn bosibl y gallai Cymdeithas Gwasanaethau Gwirfoddol Sir Benfro ychwanegu at y cyllid i'w gwneud yn swydd lawn-amser.

Cytunodd partneriaid y Bwrdd Gwasanaethau Cyhoeddus i gefnogi'r ymgynghoriad ynghylch y strategaeth pan gaiff ei lansio'n ddiweddarach yn y flwyddyn. O ran y cwestiwn pa un a ddylai Grŵp Gweithredu'r Strategaeth Gwirfoddoli eistedd o fewn fframwaith llywodraethu'r Bwrdd Gwasanaethau Cyhoeddus, cytunwyd y byddai'r Bwrdd Gwasanaethau Cyhoeddus yn cael diweddariadau rheolaidd fel cyswllt â'r thema Cymunedau yn y Cynllun Llesiant.

Wedyn darparodd SL ddiweddariad ar y cynnig i ddatblygu Cronfa Gymunedol Sir Benfro, gan awgrymu y dylai'r Bwrdd Gwasanaethau Cyhoeddus fod â throsolwg ar gronfa o'r fath. Roedd y modd y byddai cymunedau'n cael eu cynnwys o ran sut y buddsoddir y gronfa'n fater nad oedd penderfyniad wedi cael ei wneud arno eto a nododd SL fod Angela Stoddart yn parhau i weithio ar y prosiect i ddarparu awgrymiadau ar gyfer hyn a chwestiynau eraill. Dywedodd SL ei bod yn gobeithio y gellid cynnwys partneriaeth a arweinir gan y gymuned yn strwythur llywodraethu'r Bwrdd Gwasanaethau Cyhoeddus, gan ddefnyddio'r profiad a enillwyd gan HDP a'r dull cyllidebu cyfranogol a ddefnyddiwyd i ariannu prosiectau a arweinir gan y gymuned y llynedd.

Nododd SPJ y byddai cronfa o'r fath yn cynnig potensial sylweddol ond y byddai angen rhoi ystyriaeth ofalus i lywodraethu. Awgrymodd JG na ddylai'r gronfa gael ei rheoli gan gorff cyhoeddus ac y byddai mwy o fanteision i rywbeth a reolir yn uniongyrchol gan y gymuned.

## **6. Rhwydweithiau Ardal Integredig**

Rhoddodd CG ddiweddariad ar waith i sefydlu chwe rhwydwaith ardal integredig ledled Sir Benfro, gan sefydlu dull datblygu cymunedol seiliedig-ar-asedau o integreiddio asedau'r sector cyhoeddus i gefnogi datblygiad cynaliadwy cymunedau. Roedd y dull yn cael ei ailystyried ar ôl atal y gwaith dros dro oherwydd y pandemig, er y nododd CG fod peth cynnydd wedi cael ei wneud.

Trafodwyd manteision y dull rhwydweithiau o ran posibilïadau ymgysylltu a rhwydweithio, ond nodwyd hefyd y byddai'n bwysig egluro'u hunion rôl. Yn dilyn trafodaeth fer ynglŷn â

chwmpas y rhwydweithiau a'r amryw elfennau y dylent ymestyn i'w cynnwys, gan gynnwys cynghorau tref a chymuned a materion mewn cyd-destun amgylcheddol, cytunwyd y byddai CG yn amcanu at gysylltu ag aelodau Rhwydwaith Cydgynhyrchu ac Ymgysylltu Sir Benfro i weithredu fel swyddogion arweiniol aelodau'r Bwrdd Gwasanaethau Cyhoeddus yn ardal pob rhwydwaith.

## **7. Ymgyrch Dawns Glaw**

Darparodd MH gyflwyniad ar gyfer y partneriaid ar Ymgyrch Dawns Glaw, rhaglen flynyddol Gwasanaeth Tân ac Achub Canolbarth a Gorllewin Cymru i fynd i'r afael â thanau glaswellt bwriadol, gan ofyn i'r partneriaid godi ymwybyddiaeth o'r rhaglen yn eu sefydliadau eu hunain.

Diolchodd TJ i MH am ei gyflwyniad.

## **8. Diweddariad ar Raglen Drawsnewid Integreiddio'r Blynyddoedd Cynnar**

Darparodd GE ddiweddariad ar gyfer y partneriaid ar Raglen Drawsnewid Integreiddio'r Blynyddoedd Cynnar, gan gynnwys nodau a gwerthoedd craidd y prosiect a'r camau nesaf yn ei ddatblygiad. Nodwyd manteision posibl y rhaglen ynghyd â materion cynaliadwyedd a rhwystredigaethau cyllid byrdymor.

Diolchodd TJ i GE am ei gyflwyniad. Bydd diweddariadau pellach yn cael eu darparu fel y bo'n briodol.

## **9. Balchder yn Sir Benfro**

Fel rhan o'r gwaith mewn perthynas â gwirfoddoli a wnaed gan Gymdeithas Gwasanaethau Gwirfoddol Sir Benfro cymerwyd y cyfle i werthuso gwobr Balchder yn Sir Benfro. Roedd yr adroddiad a ddarparwyd yn cyflwyno trosolwg o'r enillwyr ers 2017, ble'r oedd y grwpiau buddugol wedi'u lleoli a sut yr oedd gwaith y grwpiau buddugol wedi'i alinio â'r nodau llesiant cenedlaethol a gofynnwyd hefyd i enillwyr blaenorol wneud sylwadau ar sut yr oedd y wobwr wedi'u helpu hwy. Ochr yn ochr â hyn a thrafodaethau gyda Chymdeithas Gwasanaethau Gwirfoddol Sir Benfro, sy'n gweinyddu'r wobwr ar ran y Bwrdd Gwasanaethau Cyhoeddus, cafodd nifer o opsiynau ar gyfer gwella ac argymhellion eu datblygu i symleiddio'r broses ac alinio'r wobwr yn agosach â'r Cynllun Llesiant.

Ar ôl trafodaeth fer cytunwyd ar yr argymhellion a oedd wedi'u nodi yn yr adroddiad ac y byddai diweddariad pellach yn cael ei ddarparu yn dilyn adolygiad o'u rhoi ar waith ymhen rhyw 12 mis.

## **10. Unrhyw Fater Arall**

Nid oedd unrhyw fater arall.

Daeth y cyfarfod i ben am 12:45pm.



**ACTION LOG**  
**Pembrokeshire Public Services Board Meeting, Tuesday 27<sup>th</sup> April 2021**  
**Teams Meeting**

<b>Present</b>	<p>Tegryn Jones  Sue Leonard  Dr Steven Jones (SPJ)  Jonathan Griffiths  Iwan Thomas  Dr Barry Walters  Supt. Anthony Evans  Alyson Phillips  Cllr. David Simpson  Kevin Jones  Andrea Winterton  Martyn Palfreman  Philip Kloer  Elaine Lorton  Anna Malloy  Jessica Williams  Abi Marriot  Mydrian Harries  Claire George  Gareth Edwards</p> <p><u>Support/Secretariat</u>  Lynne Richards  Amy Richmond-Jones  Jemma Rees</p>	<p>Chief Executive, PCNPA (Chair)  Chief Officer, PAVS (Vice-Chair) (left 12.00pm)  Director of Community Services, PCC  Director of Social Care &amp; Housing, PCC (from 10.40am)  Chief Executive Officer, PLANED (left 12.00pm)  Principal, Pembrokeshire College (left 11.15am)  Dyfed Powys Police (left 10.30am)  Pembrokeshire Partnership Manager, DWP  Leader, Pembrokeshire County Council  Assistant Chief Fire Officer, M&amp;WW FRS  Marine Service Manager, Operations, NRW  Head of Regional Collaboration, WWCP (left 12.30pm)  Executive Medical Director, Hywel Dda UHB (left 12.05pm)  County Director, Pembrokeshire, Hywel Dda UHB (left 11.20am)  Port of Milford Haven  External Funding Manager, OPCC  PLANED  Corporate Head for Prevention &amp; Protection, MAWW FRS  Locality Manager Hywel Dda UHB  Prevention &amp; Early Years Manager, PCC</p> <p>Corporate Partnerships Officer, PCC  M&amp;WW Fire &amp; Rescue Service  Corporate Partnerships Support Officer, PCC</p>
<b>Apologies</b>	<p>Richard Brown  Anna Bird  Ros Jervis  Cllr. Cris Tomos  Alison Perry  Cllr. Elwyn Williams  Maria Battle  Christine Harley  Nick Evans</p>	<p>Interim Chief Executive, Pembrokeshire County Council  Head of Strategic Partnership Development, Hywel Dda UHB  Director of Public Health, HDUHB  Pembrokeshire County Council  Director of Commissioning, Dyfed Powys OPCC  Vice-Chair MAWW Fire Authority  Chair, Hywel Dda UHB  Head of Dyfed Powys Local Delivery Unit, HMPPS  Corporate Policy and Partnerships Manager, PCC</p>

No.	Action	Owner	Target Date	Resolution
1.	Reminder to be sent to partners to share their Volunteering strategies with SL	SL	asap	Completed
2.	Mapping exercises are already underway as part of PSB work by NRW and PCNPA to look at PSB organisations' involvement in carbon neutral programmes and climate and environmentally focused activity. Once this work has been completed it will be considered alongside the report on the Fishguard and Goodwick Climate Resilience project to determine priority areas to focus on	TJ/AW	June 2021 (carried over from last meeting)	Verbal update at meeting
3.	A meeting of 'Gold' level PSB organisation representatives will then be arranged to discuss how this approach can be taken forward, with progress to be reported back to the next PSB meeting in April	TJ/AW	June 2021 (carried over from last meeting)	As above
4.	Provide a brief update on the Hywel Dda Estates Mapping Project as part of the Minutes/Action Log item at the next meeting	EL	Next meeting	On agenda
5.	Partners to nominate data leads to assist in the data gathering and analysis for the Well-being assessment	ALL	asap	Completed
6.	Lead on setting up a one off de-briefing session around staff well-being for partner organisations and provide an update at the next meeting	BW/AP/EL	asap	On agenda under 'Action Plan progress updates'

**Pembrokeshire Public Services Board**  
**Bwrdd Gwasanaethau Cyhoeddus Sir Benfro**



**Item 3**

<b>DATE OF MEETING</b>	22 <sup>nd</sup> June 2021
<b>REPORT TITLE</b>	Well-being Assessment
<b>STATUS</b>	For information
<b>PURPOSE</b>	To update the PSB on recent activity in relation to planning and preparing for undertaking the next Well-being Assessment
<b>RECOMMENDATION(S)</b>	That the PSB notes the update
<b>AUTHOR</b>	Nick Evans, Corporate Policy and Partnerships Manager, PCC

## **Well-being Assessment update**

### **Introduction**

Since the PSB's last meeting in April, work has been continuing at a regional and local level to plan and prepare for the production of the next Well-being Assessment. This report summarises developments around a number of key topics.

### **Engagement**

The Pembrokeshire Engagement and Co-production Network has been re-established and an initial meeting was held on 2<sup>nd</sup> June. As agreed by the PSB, this group will lead on work to plan, co-ordinate and deliver engagement and communication activity for the Well-being Assessment at a local level. Terms of reference for the group and an Engagement and Communication Plan have been produced and agreed (see attached).

The main outcome from the first meeting was for partners to consider how they will work with staff, service users, partners and networks to have conversations about well-being and proactively encourage and support people to fill in the survey once it is developed. Partners have been asked to identify groups that they can engage with and when the best time to do this will be, whether this be a particular cohort of individuals, an event or a specific group of people (in a club, for example) that they might meet or be in contact with on a regular basis, and to return this information by 28<sup>th</sup> June in advance of the next meeting. This will be kept as a 'live' document and updated as necessary for the group to use for future engagement going forward.

This local approach to engagement complements our commitment to working with our regional colleagues in Ceredigion and Carmarthenshire PSBs where appropriate. Two meetings of the Regional Engagement Working Group have been held on 28<sup>th</sup> May and 11<sup>th</sup> June (for those that were not able to attend the 28<sup>th</sup> May meeting). The group discussed the overall approach to conducting engagement regionally (to ensure consistency and to reduce duplication), and the content of the regional survey in terms of themes, format, length and timings. A smaller group of engagement leads has been tasked with finalising the survey content and the process for rolling it out, and it is expected that this will be signed off at the Regional PSB/RPB Network meeting on 8<sup>th</sup> July.

### **Co-Production Network for Wales Lottery Funding**

As mentioned in the previous update report, the 3 regional PSBs submitted a joint bid to the Co-Production Network for Wales to receive additional support in relation to undertaking engagement during the development of the Well-being Assessment. Unfortunately we have recently been informed that the bid was not successful.

### **Digital Information System – “Horizon”**

The Digital Information System being developed by Writemedia is currently in the final stages of testing and is expected to 'go live' shortly. The system will be known as “Horizon” to give it a unique identity and it will provide a central repository for PSB

members, stakeholders and citizens through continuous updating and analysis of information and data sets which inform the Well-being Assessment. In doing so, it should move the Well-being Assessment process away from being a once every five year set-piece 'event', and enable the PSB to be better informed of issues and potential areas of focus as and when new evidence emerges.

### **Regional Well-being Co-ordinator**

Interviews for the Regional Well-being Co-ordinator post were held on 11<sup>th</sup> June and the position has been provisionally offered to the successful candidate. Subject to the candidate accepting the offer and standard background checks being satisfactorily completed it is anticipated that the candidate will start in post in August.

### **Welsh Government updates**

Welsh Government will shortly be producing a Data Catalogue to support the preparation of Well-being Assessments. In advance of this they have arranged webinars with four of the organisations (Welsh Index of Multiple Deprivation team, Sport Wales, Citizens Advice Cymru and Natural Resources Wales) whose information will be included in the Catalogue to talk in more detail about the type of data these organisations hold. The Catalogue will be useful in broadening the information field available to PSBs as we prepare to develop our Well-being Assessment.

The Wales Centre for Public Policy has been asked by Welsh Government to support PSBs in undertaking their Well-being Assessment by preparing 3 research briefings looking at national trends and evidence across the specific areas of **well-being and equalities**, **cultural well-being** and **the impacts of Covid-19 and Brexit on well-being**. The initial findings from this research was shared with PSB Co-ordinators on 14<sup>th</sup> June with final briefing documents anticipated to be published in July.

A draft version of Welsh Government's Future Trends report is also expected to be shared with PSBs in July.



## TERMS OF REFERENCE

### PEMBROKESHIRE ENGAGEMENT & CO-PRODUCTION NETWORK

<b>NAME</b>	<b>Pembrokeshire Engagement and Co-production Network</b>
<b>PURPOSE AND OBJECTIVES</b>	<p>The <b>Pembrokeshire Engagement and Co-production Network</b> is a working group comprising of Pembrokeshire Public Services Board representatives and partner organisations.</p> <p>The purpose and objectives of the group will be to;</p> <ul style="list-style-type: none"> <li>• Work together to plan, co-ordinate and deliver engagement and communication activity with Pembrokeshire residents and relevant stakeholders for the Pembrokeshire Well-being Assessment, due to be published in 2022</li> <li>• Work together to plan, co-ordinate and deliver engagement and communication activity with Pembrokeshire residents and relevant stakeholders around the development of the Pembrokeshire Well-being Plan 2023 – 2028</li> <li>• Share best practice on the best ways to link with communities in Pembrokeshire to determine what matters to them</li> <li>• Participate in the planning and delivery of ongoing engagement activity as determined by future Well-being Plan priorities</li> <li>• Work together to ensure that all resulting documents, assessments and plans are co-produced</li> </ul>
<b>SCOPE AND METHODOLOGY</b>	<p>The work of the group, as it contributes to the development of the Pembrokeshire Well-being Assessment 2022, will be guided by overarching principles developed regionally, as agreed by the Pembrokeshire Public Services Board.</p> <p>A consistent approach to engagement will be required to ensure that comparative analysis can be used to gain a better understanding of well-being strengths and weaknesses in the different communities of Pembrokeshire. To this end a number of regionally agreed engagement tools including a survey, engagement session toolkit and virtual engagement platform are being developed.</p> <p>The methodology for future engagement around the development of the Pembrokeshire Well-being Plan 2023 – 2028 will be determined in due course.</p>

<b>MEMBERSHIP</b>	<p>Membership of the group will include representatives from the following organisations;</p> <ul style="list-style-type: none"> <li>• Pembrokeshire County Council</li> <li>• Hywel Dda University Health Board</li> <li>• Natural Resources Wales</li> <li>• Mid &amp; West Wales Fire and Rescue Service</li> <li>• Pembrokeshire Coast National Park Authority</li> <li>• Pembrokeshire Association of Voluntary Services</li> <li>• Dyfed Powys Police</li> <li>• Port of Milford Haven</li> <li>• PLANED</li> <li>• Department of Work and Pensions</li> <li>• Pembrokeshire College</li> <li>• Office of the Dyfed Powys Police and Crime Commissioner</li> <li>• One Voice Wales</li> </ul> <p>Additional organisations will be invited to attend as required.</p>
<b>MEETINGS</b>	<p><u>Chairing</u></p> <p>The Working Group will be Chaired by Sue Leonard, Chief Officer at PAVS and vice-Chair of Pembrokeshire Public Services Board.</p> <p><u>Frequency of meetings</u></p> <p>The Working Group will meet as often as is required to undertake all necessary work to meet its purpose and objectives as outlined above.</p>
<b>REPORTING</b>	<p>Regular reports will be made to the Pembrokeshire Public Services Board and to relevant regional groups.</p>



## **PEMBROKESHIRE PUBLIC SERVICES BOARD WELL-BEING ASSESSMENT 2022**

### **ENGAGEMENT AND COMMUNICATION PLAN**

#### **Introduction**

The Pembrokeshire Public Services Board (PSB) is a statutory strategic partnership established under the Well-being of Future Generations (Wales) Act 2015. The purpose of the Act is to improve the social, economic, environmental and cultural well-being of Wales.

The Board is made up of representatives from a wide range of organisations which deliver public services across the County. The Act requires that members of the PSB work together to improve well-being in Pembrokeshire by thinking more about the longer-term and working better with people, communities and each other.

The Board makes a difference by ensuring that public services are working together to address shared priorities and has four main functions:

- To prepare and publish an assessment of the state of economic, social, environmental and cultural well-being of Pembrokeshire.
- To prepare and publish a local Well-being Plan for Pembrokeshire setting out local objectives and the actions the Board proposes to take to meet them.
- To take all reasonable steps to meet the local objectives it has set.
- To prepare and publish an annual report that sets out the Board's progress in meeting the local objectives.

#### **National Well-being Goals**

While the focus is on improving well-being in Pembrokeshire, the PSB will also contribute to National Well-being Goals as laid out in the Act. These are;

- A prosperous Wales
- A resilient Wales
- A healthier Wales
- A more equal Wales
- A Wales of cohesive communities
- A Wales of vibrant culture and thriving Welsh language
- A globally responsible Wales



## The Sustainable Development Principle

Sustainable development is the key principle of 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. In practice, sustainable development means the Board must take into account the following ways of working:

- **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.

### **How will we carry out a Well-being Assessment?**

In common with all Public Service Boards across Wales, the three PSBs of Carmarthenshire, Ceredigion and Pembrokeshire are all required to produce Well-being Assessments and Plans. As for the development of the initial Well-being Assessments and Plans, the three PSBs have agreed to work together on the production of these. A Regional Working Group has been established to co-ordinate this work and a joint methodology has been agreed by all three PSBs.

As part of this joint methodology, it has been agreed to develop and utilise the following to inform each PSBs Well-being Assessment:

- Regional community well-being survey
- Regional community well-being engagement session toolkit
- Engagement HQ Software platform, which provides a range of virtual engagement tools

This will enable partners to engage with stakeholders in consistent ways and ensure that we are able use comparative analysis to gain a better understanding of well-being strengths and weaknesses in the different communities across Pembrokeshire.

## **What is the Pembrokeshire PSB Engagement and Communication Plan for?**

This Engagement and Communication Plan sets out the way that Pembrokeshire PSB partners will come together to deliver the engagement and communication aspects of the Well-being Assessment. All partners will need to be involved in this process in order for us to reach as many individuals and groups as possible.

Engagement will help us to understand people's lived experiences and stories. This qualitative data will be a key component of the Well-being Assessment and will complement the quantitative data that we will also gather.

**Fig 1. The Four Stages to Delivering the Assessments of Local Well-being**



## **Who do we need to engage with?**

We need to engage with the people of Pembrokeshire on the Well-being Assessment. Gathering the views of Pembrokeshire residents is of vital importance in undertaking the assessment. We will engage with geographic communities and communities of interest. It is important as part of this process that we engage with people who are marginalised or whose voices are not often heard. We will aim to engage with people with protected characteristics and will also aim to engage with people who may suffer socio-economic disadvantage. We will carry out a comprehensive stakeholder analysis with input from all Pembrokeshire PSB partner organisations.

The list of stakeholders we will aim to engage with is as follows; (to be completed)

<b>Name of Group</b>	<b>Contact details</b>

## **When are we going to engage?**

We are going to carry out the engagement and consultation in two steps.

1. *Initial Engagement.* We will carry out engagement in order to inform the writing of the first draft of the Well-being Assessment. As a rough guide, this will take place between mid-June and mid-September 2021.
2. *Consultation on the draft Well-being Assessment.* We will carry out a consultation exercise on the draft Well-being Assessment. This will take place following the initial engagement period.

We will aim to publish the draft Well-being Assessment by March 2022. The Assessment will be the corner-stone in the development of the next Pembrokeshire Well-being Plan by May 2023.

## **Core Engagement Themes**

Our engagement will need to take into account a range of themes and concepts. These will be outlined by the Regional Working Group as part of the Local Well-being Joint Methodology Framework.

We will need to engage with different groups of people in Pembrokeshire about what their experiences of well-being have been and how they feel these might be influenced for the better in future.

It can be useful to think about different aspects of well-being in terms of:

- Social well-being
- Economic well-being
- Environmental well-being
- Cultural well-being

As in the last Well-being Assessment we will be adopting the life stages model. The stages are;

- New Beginnings
- Childhood
- Youth
- Working Age
- Older Adults

## **Methods and timescales for Engagement**

The PSB is mindful of contact restrictions, which remain in place as part of the response to the coronavirus pandemic. Engagement will be conducted in ways which comply with restrictions in place at the time at which it is undertaken.

As part of the joint methodology, it has been agreed to develop and utilise the following to inform each PSBs Well-being Assessment:

- A regional community well-being survey
- A regional community well-being engagement session toolkit - it is intended that this toolkit will be designed in such a way as to support self-administered sessions by partner organisations or sessions administered by a facilitator on behalf of the PSB
- The Engagement HQ Software platform, which provides a range of virtual engagement tools

<b>Method of Engagement</b>	<b>Details</b>	<b>Timescale / summer 2021</b>
Online Survey	An online regional survey to gather quantitative and qualitative data. The results can be analysed at local and community levels. There will be a need to widely promote and publicise the survey.  Produce an Easy Read Version and Children and Young People's versions. Other versions will be made available on request.	6-8 weeks between June and August  6-8 weeks between June and August
Paper Survey	To supplement the main online method to avoid people being digitally excluded. As above to gather quantitative and qualitative data. The results can be analysed at local and community levels. There will be a need to widely promote and publicise the survey.	6-8 weeks between June and August

	<p>Produce an Easy Read Version and Children and Young People's versions. Other versions will be made available on request, for example large print or Braille.</p> <p>Paper survey methods will be Covid-19 risk assessed and comply with Covid-19 readjustment and recovery plans.</p>	6-8 weeks between June and August
Stakeholder Events	Invite key stakeholders to interactive stakeholder events, held via video conference. Utilise quick polls and virtual whiteboards.	July - September
Focus Groups	To get feedback on the draft Well-being Assessment.	Autumn/Winter 2021
Engagement HQ	Consultation on the draft Well-being Assessment	Autumn/Winter 2021

### **Communications and publicity**

It is proposed that Pembrokeshire County Council take a lead on the co-ordination and provision of resources to support partners to communicate and publicise activities, so as to maximise engagement.

Resources could include:

- Email templates
- Press releases
- Social media packs

**Pembrokeshire Public Services Board**  
**Bwrdd Gwasanaethau Cyhoeddus Sir Benfro**



**Items 4 a-e**

<b>DATE OF MEETING</b>	22 <sup>nd</sup> June 2021
<b>REPORT TITLE</b>	<b>Action Plan progress updates</b>
<b>STATUS</b>	For information / discussion
<b>PURPOSE</b>	<p>To receive updates on progress to deliver the following action plans endorsed by the Board in November 2020.</p> <p><b><u>Community Themes</u></b></p> <p>a) Build links with relevant groups to support delivery of the Communities themed workstreams (<b>Sue Leonard/Iwan Thomas</b>)  b) Build stronger links with Town and Community Councils – (<b>Iwan Thomas</b>)</p> <p><b><u>Becoming a Carbon Neutral County</u></b></p> <p>c) Pembrokeshire Sustainable Natural Capital Forum (<b>Sue Leonard</b>)</p> <p><b><u>Recruitment and Employment Transformation Framework</u></b></p> <p>d) Develop a shared approach to staff well-being across PSB partner organisations (<b>Barry Walters/Alyson Phillips</b>)  e) Raise awareness of schemes and initiatives to support employment and training (<b>David Evans/Alyson Phillips</b>)</p>
<b>RECOMMENDATION</b>	That the PSB notes progress to deliver the above action plans.

# PROJECT UPDATE

22<sup>nd</sup> June 2021



**WORKSTREAM:** Community Participation / Understanding Our Communities / Meaningful Community Engagement

<b>Project:</b>	<b>Build links with relevant groups to support delivery of the Communities themed workstreams</b>
<b>Lead Partner and Responsible Officer:</b>	Sue Leonard, Pembrokeshire Association of Voluntary Services Iwan Thomas, PLANED
<b>Overview of Project activity:</b>	<p>The Together for Change (TfC) programme has been successful in obtaining National Lottery funding for two co-ordinator/research posts. Links will be made with the TfC programme to support delivery on the Communities themed elements of the Plan. Research outcomes will contribute to the development of robust datasets on the new system being developed by the RPB/PSBs as part of the ongoing wellbeing assessment. Through this work, the Pembrokeshire Engagement &amp; Co-production Network will be re-convened making use of the new Engagement HQ software that is being introduced by PCC and the Connect Pembrokeshire platform to engage more effectively with citizens and communities around the well-being assessment and plan.</p>
<b>What has gone well?</b>	<ul style="list-style-type: none"><li>• A 10-Point Plan has been developed by TfC and signed off by strategic partners. A series of meetings have been held with senior personnel and elected members.</li><li>• Members of the TfC team have been trained in using the <b>Qualitative Impact Protocol</b> research method (QuIP) and the Causal Map application. The research study has been designed to identify elements of an asset-based approach and establish the nature and extent of their impact upon community wellbeing. The pilot has recently been completed.</li><li>• The TfC project <i>Ready to Go</i> is working with 2 pilot communities – Llangwm and Llanrhian. Using the Solva Care Toolkit as a starting point, the project provides mentoring to community projects that wish to grow and develop. <i>Ready to Go</i> has also reached out to Town and Community Councils by providing copies of the Solva Care Toolkit and an offer to provide 'light-touch' support.</li></ul>

	<ul style="list-style-type: none"> <li>• Running events to build knowledge &amp; skills and to share learning – 3 x Masterclasses on podcasting, film-making and social media skills for communities, and 2 x Forum events – ‘<b>Does it Count?</b>’ on community development research and evaluation and ‘<b>Spotlight on the Arts</b>’ on the value of the arts to the wellbeing of communities.</li> <li>• PAVS continues to work with the informal community support groups that make up the Pembrokeshire Community Support Network (PCSN) and to roll out the Connect Pembrokeshire platform that supports person-to-person timebanking through an on-line skills exchange programme</li> <li>• PCC, PLANED and PAVS have supported a series of on-line events for town &amp; community councils in Pembrokeshire – these have been well-attended and there is an appetite for a programme of themed events to continue on a bi-monthly basis</li> <li>• Work undertaken through the Welsh Government funded <b>Volunteering for Pembrokeshire</b> programme has delivered a number of outputs, including a draft <i>Volunteering Strategy</i> and pathways/packages of support for PCSN groups, as well as a range of assets to promote volunteering in all its forms</li> <li>• Two posts have been developed to support development work with town &amp; community councils (One Voice Wales/PLANED – subject to funding) and employer supported volunteering (PCC/PAVS – post advertised)</li> <li>• Strong support from PSB partners to the re-formed Pembrokeshire Engagement &amp; Co-production Network</li> <li>• Pembrokeshire involvement in national conversations and strategic partnerships around creating resourceful and resilient communities and building a national community movement</li> </ul>
<p><b>Have there been any issues/barriers?</b></p>	<ul style="list-style-type: none"> <li>- Some delays to meetings due to other commitments of key people</li> <li>- Increased workload of key people in other organisations during the pandemic</li> <li>- Lack of time to finalise work started under the <b>Volunteering for Pembrokeshire</b> programme, specifically the Volunteering for Pembrokeshire strategy, the Community Fund and the development of packages of support for PCSN groups</li> </ul>



<p><b>Priorities for next reporting period</b></p>	<ul style="list-style-type: none"> <li>- TfC will have further meetings with senior personnel from strategic partners to consider the practicalities of implementing the Plan's objectives throughout organisations</li> <li>- TfC will start to look at how to disseminate the 10-Point Plan to communities through a variety of methods, in order to gather knowledge on what they would like for their communities by partners working differently and with them</li> <li>- Following the successful pilot of TfC's QuIP research study, it will be rolled out in communities</li> <li>- TfC's <i>Ready to Go</i> project will continue to work with communities and will be evaluated</li> <li>- Investigate local-area-level developments to see which one works best</li> <li>- Appoint new posts to support town &amp; community councils and employer-supported volunteering</li> <li>- Finalise and launch the <b>Volunteering for Pembrokeshire</b> strategy and brand, and complete all work that was started under this programme of work, including pathways/packages of support for PCSN groups</li> <li>- Work with the Pembrokeshire Engagement &amp; Co-production Network to engage as many people as possible in conversations/surveys about wellbeing as part of the Wellbeing Assessment work being carried out regionally as required by the Wellbeing of Future Generations Act</li> </ul>
<p><b>Priorities agreed at last meeting 27/04/21</b></p>	<ul style="list-style-type: none"> <li>- Continue to engage on the <b>10-Point Plan to Benefit Community-led Action &amp; Communities</b> and its adoption and implementation by partner organisations</li> <li>- Continue to prepare for the launch of the Volunteering Pembrokeshire strategy in first week of June</li> <li>- Continue the roll-out of the <b>Ready to Go</b> programme</li> <li>- Set a meeting date to re-convene the Pembrokeshire Engagement &amp; Co-production Network</li> <li>- Continue to work with regional and local partners to design and deliver a programme of engagement that will inform the development of the PSB Wellbeing assessment and the RPB Population Needs assessment</li> </ul>

**Progress on priorities  
agreed at last  
meeting 27/04/21**

- A 10-Point Plan has been developed by TfC and signed off by strategic partners. A series of meetings have been held with senior personnel and elected members
- The TfC project *Ready to Go* is working with 2 pilot communities – Llangwm and Llanrhian. Using the Solva Care Toolkit as a starting point, the project provides mentoring to community projects that wish to grow and develop. *Ready to Go* has also reached out to Town & Community Councils by providing copies of the Solva Care Toolkit and to provide more 'light-touch' support
- A meeting of the re-formed Pembrokeshire Engagement & Co-production Network took place on Wednesday 2<sup>nd</sup> June, chaired by Sue Leonard (PAVS/PSB Vice Chair)
- PSB partners have participated in meetings of the Regional Engagement Working Group to contribute to the development of the survey and resources to support community/citizen engagement as part of the Wellbeing Assessment work and Population Needs assessment

# PROJECT UPDATE

22<sup>nd</sup> June 2021



**WORKSTREAM:** Community Participation / Understanding Our Communities / Meaningful Community Engagement

<b>Project:</b>	<b>Build stronger links with Town and Community Councils</b>
<b>Lead Partner and Responsible Officer:</b>	Iwan Thomas, PLANED
<b>Overview of Project activity:</b>	<p>The FG Commissioner's response to the Pembrokeshire Well-being Assessment when it was published in 2017 highlighted the lack of an individual community focus. It is proposed to build relationships between the PSB and town &amp; community councils through One Voice Wales and projects such as the Community Well-being and Resilience (CWBR) Project led by PLANED to build our awareness of the different opportunities and challenges that our communities face.</p>
<b>What has gone well?</b>	<p>Working across 12 communities within Pembrokeshire, the CWBR project has worked well in partnership to support the Town &amp; Community Councils involved. As the project now comes to an end, a full independent evaluation has been undertaken, and an open symposium event was held on the 15<sup>th</sup> April to update and engage all applicable partners on achievements to date, and next steps. Additional outcomes to reflect and promote to those already shared in previous PSB updates, include:</p> <ul style="list-style-type: none"><li>• Use of CWBR reports by communities upon completion to successfully obtain funding for improvements to community sports changing facilities; water fountains; and computer resources.</li><li>• Recommendations from the CWBR reports being used to inform the creation of a community befriending service</li><li>• CWBR as a project supporting the recruitment of a Youth Representative for Pembroke Dock Town Council</li><li>• Developed and designed a Youth Engagement Toolkit for all T&amp;CC's</li><li>• Digital T&amp;CC interactive map created and freely made available</li><li>• Development of templates for T&amp;CC's to use to undertake Well-being plans</li></ul>

<p><b>Have there been any issues/barriers?</b></p>	<p>COVID 19 has been a barrier to continue engage in as much depth with Town and Community Councils as had been the case pre-COVID. Whilst some smaller councils were not keen to meet even electronically in the early weeks of lockdown in Spring 2020, and other related issues were raised, the CWBR project, alongside partners within the county, supported many moving forward.</p> <p>The recent monthly evening meetings held by PCC in partnership with PAVS and PLANED from January to April, has seen a positive response from T&amp;CC's with one of the outcomes being a bid to Enhancing Pembrokeshire in partnership with One Voice Wales as lead, to bring a dedicated support officer role into effect. We are now awaiting the outcome of the recent panel decision to see if we can proceed with this.</p>
<p><b>Priorities for next reporting period</b></p>	<p>The CWBR project as currently funded by LEADER, will be coming to the end of its planned funding this summer, and work is nearing completion on future funding bid. An outcome of the work to date, is that currently, a Pembrokeshire Community COVID Response Survey has been agreed with partners and currently been circulated, to complement and support the work of the PSB and other partners outputs in the latter half of this year moving forward.</p>
<p><b>Progress on priorities agreed at last meeting</b></p>	<p>n/a</p>

# PROJECT UPDATE

22<sup>nd</sup> June 2021



**WORKSTREAM:** Environmental and Climate Change Risk Assessment / Becoming a Carbon Neutral County

<b>Project:</b>	<b>Pembrokeshire Sustainable Natural Capital Forum</b>
<b>Lead Partner and Responsible Officer:</b>	Pembrokeshire Association of Voluntary Services, <i>Sue Leonard</i>
<b>Overview of Project activity:</b>	<p>This project will help deliver the Wellbeing plan project <i>Environmental and Climate Change Risk Assessment</i> with the aim to produce an Environmental and Climate Change Risk Assessment and develop appropriate measures in response, by bringing organisations and individuals together to help address the risks identified in the Environmental &amp; Climate Change Risk Assessment already carried out.</p> <p>It will also help deliver the Wellbeing plan project <i>Becoming a Carbon Neutral County</i> which will work towards a Carbon Neutral and environmentally balanced County with a long term aim to become carbon positive. It will do this by supporting members to seek green solutions to increase the resilience of ecosystems and resilience to climate change.</p> <p>NRW funding allowed PAVS to employ a part-time officer (15hs/wk) for the period 1<sup>st</sup> January 2021 to 31<sup>st</sup> March 2021 to progress the development of a Pembrokeshire Sustainable Natural Capital Forum (PSNCF). PAVS has agreed to continue to fund officer time from core reserves to progress this important element of work.</p> <p>Work to bring together the PSNCF started in 2019 in response to a funding opportunity presented by the Heritage Horizon Awards (Heritage Lottery Fund). PAVS currently holds a mailing list of around 55 individuals, organisations and partnerships who have registered an interest in being part of the Forum.</p>

	<p>The officer (Ged Davies) continues to develop project plans and future funding proposals around four areas of work that were developed as part of the Expression of Interest submitted to the Heritage Horizon Awards:</p> <ul style="list-style-type: none"> <li>• <b>Green Fuse</b> - igniting mass participation by creating inclusive opportunities for people to get involved in nature-based activities</li> <li>• <b>Green Infrastructure</b> – implementing a range of projects drawn from the Pembrokeshire Towns: Green Infrastructure Action Plan (commissioned by PCC and PCNPA), augmented by suggestions from community groups</li> <li>• <b>Green Pembrokeshire</b> – developing landscape scale habitat management schemes; together with promoting regenerative provisioning activities (eg sustainable agriculture)</li> <li>• <b>Sowing the Seeds</b> – a small grants scheme designed to stimulate creative ideas and champion innovation around nature’s contribution to people</li> </ul> <p>Please see the attached text for the EOI which expands upon each of these themes. The EOI was ultimately unsuccessful but, based on feedback from recent conversations with partners, the themes present a useful framework for shaping future work and collaborative funding applications.</p>
<p><b>What has gone well?</b></p>	<p>Productive conversations have taken place with a number of key stakeholders. There continues to be broad support for the idea of setting up a PSNCFA. The Connect Pembrokeshire platform offers a good opportunity to engage with local communities. Good ideas emerged from conversations sparked off by launch of the UK Community Renewal Fund, including a nature crisis citizens’ assembly (not submitted as a bid but registered as an idea).</p>
<p><b>Have there been any issues/barriers?</b></p>	<p>Unable to develop the potential of the Connect Pembrokeshire platform without a steering group in place to approve content.</p>
<p><b>Priorities for next reporting period</b></p>	<ul style="list-style-type: none"> <li>• Hold inaugural meeting of the PSNCF Steering Group and implement decisions/actions arising</li> <li>• Maintain support for the CCERA Task and Finish group</li> </ul>

<p><b>Priorities agreed at last meeting 27/04/21</b></p>	<ul style="list-style-type: none"> <li>• Hold an inaugural meeting of the Forum Steering Group to agree Terms of Reference and agree priorities for a future work plan</li> <li>• Further develop the Forum space on the <b>Connect</b> platform as a mechanism for engaging and communicating with members</li> <li>• Continue work on a bid to the Heritage Lottery (or other funder) to support the priorities identified by the Forum</li> <li>• Work in partnership with PSB members to bring together various workstreams to address climate change and environmental risk assessment in response to the Netherwood report and recommendations</li> </ul> <p><b>Please note that this work is no longer funded by NRW but will continue to be funded by PAVS in the coming year</b></p>
<p><b>Progress on priorities agreed at last meeting 27/04/21</b></p>	<ul style="list-style-type: none"> <li>• A steering group meeting has now been arranged for the 17<sup>th</sup> June 2021 – Terms of Reference have been drafted for agreement</li> <li>• Steering group approval is needed before the initial content can be loaded to the Connect platform</li> <li>• The framework for the Heritage Lottery Bid is pending steering group approval</li> <li>• A proposed way forward has been submitted for discussion at the CCERA task and finish sub-group</li> <li>• Collaboration on applications to the UK Community Renewal Fund resulted in a bid led by PCF being submitted while a separate Forum bid around a citizens assembly was prepared, but not submitted</li> </ul>

# PROJECT UPDATE

22<sup>nd</sup> June 2021



## WORKSTREAM: Recruitment and Employment Transformation Framework

<b>Project:</b>	<b>Develop a shared approach to staff well-being across PSB partner organisations</b>
<b>Lead Partner and Responsible Officer:</b>	David Evans, Pembrokeshire College Alyson Phillips, DWP
<b>Overview of Project activity:</b>	Now more than ever the issue of staff well-being is at the forefront of many organisations' concerns. With this in mind, it is proposed that PSB organisations come together to share lessons learnt and best practice around how they are supporting the well-being of staff who are working from home, are furloughed or who at risk of redundancy and to share thoughts around how new staff will be supported going forward, including incorporating virtual employment support.
<b>What has gone well?</b>	<p>A workshop was held on Tuesday 8<sup>th</sup> June where the following 8 organisations were represented:</p> <ul style="list-style-type: none"><li>Dept for Work and Pensions</li><li>Mid and West Fire and Rescue</li><li>Pembrokeshire County Council</li><li>Hywel Dda: NHS</li><li>Milford Haven Port Authority</li><li>Pembrokeshire College</li><li>Pembrokeshire Coast</li><li>PAVs</li></ul> <p>The date and time was not convenient for all PSB members but we decided to go ahead.</p> <p>The purpose of the workshop was to discuss the following activities for each organisation:</p> <ul style="list-style-type: none"><li>• What good practice in relation to mental health support, have you provided for employees as an organisation?</li></ul>



- As an organisation, what lessons have you learned, from experiences over the last 12 months?

And then to discuss:

- The way that we might operate moving forward

The session was extremely interesting and clearly some considerable thought had gone into each presentation. It was pointed out that some of the PSB member organisations that were participating in the workshop were extremely complex in nature and structure. Interestingly there was plenty of crossover of good practice. Some of the key activities that PSB organisations were undertaking include:

Provision of counselling services to staff (including self-referral mechanisms);

Wellbeing calls throughout lockdown;

Open sessions of Q&A with the CEO;

Consideration of screen fatigue and sending a message of the importance of taking time out;

Access to Mental health nurses;

Working with MIND;

Advice and guidance to managers;

Intranet pages set up to gain access to immediate support;

Well-being champions and mentors;

Listening Volunteers;

Setting of clear work/home boundaries;

Extended annual leave allocation period;

Allocated 'no meetings allowed' days;

Social media network's for peer support;

Review of related strategies and policies;

Importance of compassionate and visible leadership;

Managing change and returning to the workplace;

Trust and autonomy for staff to do the job.

	<p>The similarities across all organisations were:</p> <p>The acknowledged difficulty of homeworking;  The impact on wellbeing;  Longer working hours of homeworking;  The increase in team spirit and partnership working within organisations;  The support of managers for staff and the implementation of essential training to do so;  That all levels of the workforce were /are affected and wellbeing consideration is also essential for managers;  The importance of communication;  The importance of effective IT systems and support;  The impact of executive support, guidance and communication, from CEOs etc.;</p> <p>Benefits of sharing best practice internally and externally.</p> <p>The two main elements for the way forward from all organisations were:</p> <p>That we can do what first might seem impossible;  A need to review working practices, within a hybrid / agile type model of both onsite and homeworking solutions; with wellbeing at the centre of such operational plans.</p>
<p><b>Have there been any issues/barriers?</b></p>	
<p><b>Priorities for next reporting period</b></p>	<p>A more comprehensive report to be drafted and disseminated to PSB member organisations.</p>
<p><b>Priorities agreed on at last meeting 27/04/21</b></p>	<p>Collation of the good practice that had been shared for all members to access should they desire to do so. Provide a combined update from the 'lessons learnt around staff well-being' de-brief session.</p>
<p><b>Progress on priorities agreed at last meeting 27/04/21</b></p>	<p>Workshop set up post 27/4 as it was agreed that there were important lessons that could be learnt</p>

# PROJECT UPDATE

## 22<sup>nd</sup> June 2021



### WORKSTREAM: Recruitment and Employment Transformation Framework

<b>Project:</b>	<b>Raise awareness of schemes and initiatives to support employment and training</b>
<b>Lead Partner and Responsible Officer:</b>	David Evans, Pembrokeshire College Alyson Phillips, DWP
<b>Overview of Project activity:</b>	The Welsh Government's <u>Personal Learning Account</u> Scheme (where furloughed individuals and those earning under £26,000 can access part time study across a range of courses in order to change or enhance their career prospects) and the <u>Kickstart</u> Scheme launched in the Autumn (where businesses that employ young adults will be able to claim back 100 per cent of their salaries, at the national minimum wage, for 25 hours of work per week over a six month period) are two initiatives that are aimed at supporting workers post-Covid. It is proposed that the PSB takes an active role in promoting these and any other schemes and takes advantage of them wherever possible.
<b>What has gone well?</b>	There has been a good uptake from businesses in Pembrokeshire (both independent and via Gateway support) the Kickstart team are now fully resourced and have forged excellent relationships with existing and new to DWP employers. After an initial flurry of interest and positive engagement from 18-24 year old eligible claimants, we are now working to support those that need some additional confidence building and support to make applications. Current statistics show that performance in Pembrokeshire stands as follows: Number of vacancies notified to date – 453 Number of current live vacancies – 328 There have been 132 starts to date
<b>Have there been any issues/barriers?</b>	No update to add other than the engagement challenge due to pandemic restrictions.

<p><b>Priorities for next reporting period</b></p>	<p>Continue to fully promote the Kickstart Scheme for young people across out county, ensure that all businesses take full advantage of the scheme before the cut-off date In December 2021 to support our economy which will be feeling the impact of seasonality/furlough end (Sept2021)/School leavers (July 2021) and inevitable business closure due to COVID impact.</p> <p>The Kickstart scheme has now become part of a business as usual service to employers and whilst it remains high profile due to the financial commitment and economic impact, it forms part of the regular offer of support and services to employers that wish to recruit staff.</p>
<p><b>Priorities agreed at last meeting</b></p>	
<p><b>Progress on priorities agreed at last meeting</b></p>	

**Pembrokeshire Public Services Board**  
**Bwrdd Gwasanaethau Cyhoeddus Sir Benfro**



**Item 5**

<b>DATE OF MEETING</b>	22 <sup>nd</sup> June 2021
<b>REPORT TITLE</b>	Pembrokeshire Public Services Board Annual Report 2020-21
<b>STATUS</b>	For information / decision
<b>PURPOSE</b>	To update partners on proposals for producing the PSB's Annual Report for 2020-21.
<b>RECOMMENDATION(S)</b>	That partners approve the proposals for the PSB Annual Report 2020-21.

## **PSB Annual Report 2020-21**

Partners will be aware that the PSB is required to produce an annual report each year outlining progress against the objectives in the Pembrokeshire Well-being Plan.

The focus of partners has understandably been on the response to Covid for the period that the report will cover (June 2020 to June 2021), therefore the proposal is that a short 'newsletter' style report is produced that will provide brief updates on the following areas;

- Revised action plans
- Pride in Pembrokeshire evaluation
- Progress towards undertaking the next Well-being Assessment
- NRW Strategic Allocated Funding
- Regional PSB event
- Looking forward – Production of the next Well-being Plan

The annual report will be drafted over the summer with the final version being presented to the PSB at the 21<sup>st</sup> September meeting for sign-off.

**Pembrokeshire Public Services Board**  
**Bwrdd Gwasanaethau Cyhoeddus Sir Benfro**



**Item 6**

<b>DATE OF MEETING</b>	22 <sup>nd</sup> June 2021
<b>REPORT TITLE</b>	Hywel Dda Estates Mapping Project
<b>STATUS</b>	For discussion / agreement
<b>PURPOSE</b>	To provide an update on opportunities for integrating the use of estates across Pembrokeshire.
<b>RECOMMENDATION(S)</b>	That the PSB:  i. Identifies further key areas of pressure across the County whereby space or opportunities for local delivery are constrained  ii. Nominates interested representatives for the initial 3 Health and Wellbeing Centre/Campus development
<b>AUTHORS</b>	Elaine Lorton, County Director – Pembrokeshire, Hywel Dda University Health Board

# Opportunities for integrating the use of estates across Pembrokeshire

Elaine Lorton

County Director – Pembrokeshire, Hywel Dda University Health Board

14<sup>th</sup> June 2021

## Introduction

In early 2020 the Pembrokeshire Public Services Board partners discussed the perceived limitations of space across the County. It was discussed whether there was the potential to more rapidly progress collaborative relationships through the shared use of available space between partner organisations.

A survey of available space was commenced but paused due to the need to focus on the pandemic response. This survey was recommenced in March 2021.

This paper provides an overview of the accommodation identified, the challenges therein and proposes options for scoping and developing the concept of share accommodation and resources for the future.

## Integrated Community Networks

The PSB have agreed the concept of dividing the County into 6 Integrated Community Networks. Teams of professionals and providers, whose services are place based in nature, can be aligned and networked together on the basis of these geographical footprints. Estates can also be identified for each ICN and consideration given to the further need to network estate and develop new facilities on the basis of need. The 6 ICNs are identified below.

- 1 – North Pembrokeshire Coastal
- 2 – Narberth and Crymch
- 3 – Tenby and Saundersfoot
- 4 – Pembroke and Pembroke Dock
- 5 – Milford Haven and Neyland
- 6 – Haverfordwest Central





## Estates Survey

All PSB partner organisations were asked to contribute to the survey. Responses were received from :

- Dyfed Powys Police
- Hywel Dda University Health Board
- Mid and West Wales Fire Service
- Pembrokeshire Association of Voluntary Services
- Pembrokeshire Coast National Park
- Pembrokeshire College

31 properties were identified and 14 had some potential availability but this was subject to day to day bookings, security for access and covid social distancing restrictions:

1. North Pembrokeshire Coastal	4	No available space identified in any premises
2. Narberth & Crymych	6	2 possible available spaces : <ul style="list-style-type: none"> <li>• Bro Preseli Health Centre – meeting room</li> <li>• MAWFF M35 Narberth – Lecture room &amp; facilities</li> </ul>
3. Tenby & Saundersfoot	4	2 possible available spaces : <ul style="list-style-type: none"> <li>• MAWFF M37 Tenby – Community room &amp; facilities</li> <li>• Tenby Cottage Hospital – meeting room</li> </ul>
4. Pembroke Dock	5	2 possible available spaces : <ul style="list-style-type: none"> <li>• MAWFF M36 Pembroke Dock – Lecture room &amp; facilities</li> <li>• South Pembrokeshire Hospital – meeting and clinic rooms</li> </ul>
5. Milford Haven & Neyland	5	3 possible available spaces : <ul style="list-style-type: none"> <li>• MITEC Pembrokeshire College – Various meeting rooms</li> <li>• MAWFF M32 Milford Haven – office space</li> <li>• Manchester Square Health Centre – mothballed space available for lease</li> </ul>
6. Haverfordwest Central	7	5 possible available spaces <ul style="list-style-type: none"> <li>• Pembrokeshire College – Various meeting rooms</li> <li>• MSWFF M31 Haverfordwest – first floor office space</li> <li>• PAVS – limited meeting room space</li> <li>• Withybush hospital – various meeting rooms</li> <li>• Bro cerwyn Conference Centre – various meeting rooms</li> </ul>

From the partial review above, a key pressure point is North Pembrokeshire where there is limited opportunity for flexible use of existing space. It should be noted however that the use of all the space identified above was on the basis of appropriate security arrangement being in place and were subject to the providers existing commitments. There was no great abundance of space identified.

This is a small fragment of the space that is in the community and where there are opportunities and benefits of sharing space, for example leisure centres, community halls etc.

## **Town & Community Halls**

Not mapped into the analysis above are the 160 town and community halls and venues across Pembrokeshire. Each space is different and it would be opportune to map each space across the ICNs and identify those which may have more accessible space for use.

PLANED continue to support community halls in partnership with PAVS via a Community Halls Network within Pembrokeshire. They facilitate routine meetings and events for representatives from those who help manage and run these key community venues, to share good practice, challenges, and also opportunities for collaboration and sharing of resources where appropriate.

In addition, PLANED through its CWBR project in the last three years, has also used key community assets such as village and community halls, to be the focal point for work on engaging residents across communities within the county, to contribute towards local bespoke Well-Being & Resilience Plans.

PLANED also supports the Pembrokeshire Community Halls website, which is under redevelopment at the moment, to better promote and support those key assets now that we are emerging from COVID, and their roles as a central and multi-purpose asset within those communities, will become even more critical based on the learnings of lockdown and the empowerment and resilience of those communities.

## **Programme Business Case – Health Board**

Current engagement to help inform the next phase of the Programme Business Case is running until 21<sup>st</sup> June. The Health Board's current Planning objectives are informed by our approved strategy articulated in A Healthier Mid & West Wales, approved by Board in November 2018.

- Develop integrated community networks and hubs
- Develop a social model for health and wellbeing
- Produce a final business case by March, 2024 for the implementation of a new hospital in the south of the Hywel Dda area for the provision of urgent and planned care
- Produce and agree the final business case by March 2024 for the repurposing of the Glangwili and Withybush General Hospital sites
- With relevant partners, develop a plan by 2024 to address access, travel, transport and the necessary infrastructure to support the new hospital configuration taking into account the learning from the COVID pandemic
- Fully implement the Bronglais Hospital Strategy over the coming 3 years as agreed at Board in November, 2019 taking into account the learning from the COVID pandemic

It is expected that the development of community infrastructure will run alongside the new hospital development and for Pembrokeshire we have aligned our proposals to each of the 6 Integrated Community Networks. At this point a "Do Most" and "Do Least" option has been scoped to set the context for further development and discussion with partners. The following targeted groups are in the process of being established :

- Fishguard Integrated Health & Wellbeing Centre
- Integrated Health & Wellbeing Centre in Neyland
- Tenby Integrated Health & Wellbeing Campus

It is important that whilst considering the estate need to deliver the social model of health for our population, that we recognise that traditional health space is only one component and that we need to link in with the wider community based assets and opportunities. New technology, which has grown in access and application through the pandemic, will play a key role in how people connect with each other and with formal services.

## **Recommendations**

- For the PSB to identify further key areas of pressure across the County whereby space or opportunities for local delivery are constrained.
- For the PSB to nominate interested representatives for the initial 3 Health and Wellbeing Centre/Campus development.

## Options for Community Estate Development – Health Board

Integrated Community Network	Do MOST Option	Do LEAST Option
We will develop an integrated estates and IM&T plan to deliver agile community based services and establish whole County Estates Planning and Occupancy Forum.		
Develop a joint proposal for community stores and equipment development – based on projected future population need.		
Maximising wider public service assets through network in each ICN		
1. North Pembrokeshire Coastal	Fishguard Integrated Health & Wellbeing Centre to include (further scoping needed): <ul style="list-style-type: none"> <li>• GMS services</li> <li>• Joint community archive and equipment store</li> <li>• Community clinics</li> <li>• Integrated Community Team</li> <li>• Virtual community clinic hub</li> <li>• Community diagnostics and POCT</li> <li>• Community Pharmacy</li> </ul> Solva & St David's GMS estate review and development of integrated service model to include: <ul style="list-style-type: none"> <li>• GMS services</li> <li>• Third sector</li> <li>• Virtual community clinic hub</li> </ul>	Fishguard Integrated Health & Wellbeing Centre (further scoping needed): <ul style="list-style-type: none"> <li>• GMS services</li> <li>• Joint community archive and equipment store</li> <li>• Community clinics</li> <li>• Integrated Community Team</li> <li>• Virtual community clinic hub</li> </ul>
2. Narberth & Crymych	Narberth Integrated Health & Wellbeing Centre – extension of existing building further scoping needed subject to final location of new hospital.  Clynderwen Pharmacy SLA to support outreach and virtual community clinics.	Narberth Health Centre – minor refurbishment and reconfiguration works.  Clynderwen Pharmacy SLA to support outreach and virtual community clinics.
3. Tenby & Saundersfoot	Tenby Integrated Health & Wellbeing Campus to be developed including (further scoping needed) : <ul style="list-style-type: none"> <li>• GMS</li> <li>• Community Pharmacy</li> <li>• Walk In Centre</li> <li>• Integrated Community Team</li> <li>• Virtual community clinic hub &amp; outpatient clinics</li> <li>• Radiology</li> <li>• Community Dental</li> <li>• Community Optometry</li> <li>• Therapy clinics and services</li> </ul>	Tenby Cottage Hospital <ul style="list-style-type: none"> <li>• Repurposing day unit area</li> <li>• Improve parking solution</li> <li>• Improve access between TCH and GP practice</li> </ul> Develop collaboration and partnership working plan to move towards Campus solution

<p>4. Pembroke &amp; Pembroke Dock</p> <p>We will develop an options paper to develop CRDU based on the outcome of the PCC Day Opportunities review – align with WGH Day Rehab</p>	<ul style="list-style-type: none"> <li>• Community diagnostics and POCT</li> </ul> <p>Review of branch site for GP Practice</p> <p>South Pembrokeshire Rehabilitation Centre for Excellence to be developed including (further scoping needed):</p> <ul style="list-style-type: none"> <li>• Virtual community clinic hub &amp; outpatient clinics</li> <li>• Radiology, community diagnostics &amp; POC</li> <li>• Community resourcefulness and green services hub including a wellbeing café</li> <li>• Community group, education and activity space</li> <li>• Outpatient rehabilitation suite</li> <li>• Inpatient rehabilitation suite including specialist neuro-rehab / stroke etc</li> <li>• Joint community archive and equipment store</li> <li>• Enhanced accessibility including lift replacement</li> <li>• Mortuary improvement &amp; bereavement suite</li> <li>• Solar car port &amp; panels</li> </ul> <p>Pembroke Dock Integrated Health &amp; Wellbeing Centre improvements :</p> <ul style="list-style-type: none"> <li>• Improved car parking – disabled access bays</li> <li>• Reception area access and improvement</li> <li>• Increasing clinic rooms</li> <li>• Improving office space to support flexible &amp; virtual working</li> <li>• Solar panels</li> </ul>	<p>Review of branch site for GP Practice</p> <p>South Pembrokeshire Rehabilitation Centre for Excellence to be developed including (further scoping needed):</p> <ul style="list-style-type: none"> <li>• Virtual community clinic hub &amp; increasing outpatient clinics</li> <li>• Improved signage</li> <li>• Radiology</li> <li>• Community resourcefulness and green services hub including a wellbeing café</li> <li>• Enhanced accessibility including lift replacement</li> <li>• Mortuary improvement</li> <li>• Solar car port &amp; panels</li> <li>• Sluice replacement in leg ulcer room</li> </ul> <p>Pembroke Dock Integrated Health &amp; Wellbeing Centre improvements :</p> <ul style="list-style-type: none"> <li>• Improved car parking – disabled access bays</li> <li>• Install disabled access front doors</li> <li>• Infection prevention &amp; control blinds</li> <li>• Refurbish dental suite to generic clinic room</li> <li>• Enhanced storage</li> <li>• Enhanced baby change facilities</li> <li>• Solar panels</li> </ul>
<p>5. Milford Haven &amp; Neyland</p>	<p>Integrated Health &amp; Wellbeing Centre in Neyland including (further scoping needed):</p> <ul style="list-style-type: none"> <li>• GMS</li> <li>• Community Pharmacy</li> <li>• Virtual community clinic hub</li> <li>• Community diagnostics and POCT</li> </ul> <p>Milford Haven Integrated Health &amp; Wellbeing Centre (further scoping needed):</p> <ul style="list-style-type: none"> <li>• Joint community archive and equipment store</li> <li>• Community clinics</li> <li>• Virtual community clinic hub</li> <li>• Community diagnostics and POCT</li> <li>• Specialist nursing hub</li> </ul>	<p>Review space in Manchester Square to consider extension to lease for additional clinic space.</p> <p>Milford Haven Health Centre improvements including :</p> <ul style="list-style-type: none"> <li>• Install disabled access front doors</li> <li>• Enhanced reception area</li> <li>• Enhanced storage</li> <li>• Enhanced baby change facilities</li> <li>• Enhanced office space</li> </ul>

6. Haverfordwest  
Central

Review of branch site for GP Practice

Integrated Health & Wellbeing Centre in Haverfordwest including (further scoping needed):

- Integrated community team
- Joint community archive and equipment store
- Community clinics
- Virtual community clinic hub
- Community diagnostics and POCT

Review of branch site for GP Practice

Haverfordwest Health Centre improvements including :

- Install disabled access front doors
- Enhanced reception area
- Enhanced storage
- Enhanced baby change facilities
- Enhanced office space

