

PUBLIC SERVICES BOARD

(Committee Rooms 1/2 - Port Talbot Civic Centre)

Members Present:

21 September 2017

Neath Port Talbot County Borough Council:

Cllr.R.G.Jones (Chair), A.Evans, K.Jones, C.Furlow, F.Clay-Poole,
J.Woodman-Ralph.

A.Spooner-Cleverly for Item 3 only

S.John for Item 5 only

Abertawe Bro Morgannwg University Health Board:

S.Husbands

S.Harrop-Griffiths

South Wales Police:

M.Jones, T.Barrell

Department of Work and Pensions:

V.Taylor

NPT CVS:

G.Richards

National Probation Service (South Wales):

Eirian Evans

Natural Resources Wales:

M.Evans, D.Herbert

Mid and West Wales Fire and Rescue Service:

C.Howells, R.Thomas, S.Rees

Invited Representatives from the Information Commissioners

Office:

C.Margetts

NPT Group of Colleges

M.Dacey

Town & Community Councils

T.Jones

APOLOGIES:

S.Phillips – NPTCBC

A.Davies – ABMU

R.Ciborowski- Swansea University

1. **WELCOME AND INTRODUCTIONS**

Cllr.R.G.Jones, Leader of Neath Port Talbot County Borough Council chaired the meeting and welcomed Roger Thomas, Temporary Assistant Chief Fire Officer for Mid and West Wales Fire Authority who is covering for Mick Crennell, Assistant Chief Fire Officer and Vice Chair of the Public Service Board.

2. **MINUTES OF THE LAST MEETING - 2 AUGUST 2017**

RESOLVED That the minutes of the 2 August 2017 be noted subject to the following correction:

In the attendance list S.Husbands should have read Abertawe Bro Morgannwg University Health Board and not Public Health Wales.

3. **COMMUNITIES FIRST UPDATE**

PSB Members received an update on the phasing out of Communities First and an outline of the proposed priorities for the Legacy Fund as detailed in the circulated report.

It was highlighted that the Communities First programme will be phased out by March 2018 and replaced by an Employability Grant and Legacy Fund. The Employability Grant criteria focuses on employability, supporting and mentoring individuals through the barriers to achieve sustainable employment. As a result of this change the activities relating to promoting physical activity, weight loss programmes, family learning, community involvement activities are no longer funded by Communities First Programme but work is on-going to look at whether alternative organisations could support these activities going forward. Discussion to take place with Neath Port Talbot Council for Voluntary Services and South Wales Police to look at whether there was any support they could provide to try to continue these very successful projects. In addition to ensure that

communities are able to access information on the changes. Currently a mapping exercise is taking place to ensure that there is no duplication in regard to the employability programme as a result of these changes.

RESOLVED:

That the report be noted and that discussions are held with Neath Port Talbot Council for Voluntary Services and South Wales Police to look at options for future support of the projects that no longer fall under the Communities First funding.

4. **APPROVAL OF THE CITIZEN ENGAGEMENT SCHEME**

Board Members received an update on the Draft Citizen Engagement Scheme as detailed in the circulated report.

It was highlighted that the sub-group has undertaken an evaluation of the draft scheme by piloting with the consultation on the Draft PSB Wellbeing Assessment and produced the final version of the Citizen Engagement Scheme and Toolkit as attached in Appendix 3 to the circulated report. The final scheme would be available to all members of the Neath Port Talbot Public Services Board and would ensure consistency between partners. A request was made by the sub group that a lead organisation be appointed to ensure compliance with Data Protection, Equalities Impact Assessment, Welsh Language Standards and sustainability.

Discussion also took place on the need to develop workstreams to ensure that engagement takes place with children and young people.

RESOLVED:

1. That the Draft Citizen Engagement Scheme and Toolkit as detailed in Appendix 3 to the circulated report be adopted and used in all future engagement exercises held for, or on behalf of the Public Services Board;
2. That the PSB Citizen Engagement Scheme and Toolkit as detailed in Appendix 3 to the circulated report be utilised by all PSB member organisations as a standard of good practice for Citizen Engagement;
3. That PSB Chief Officers disseminate the Citizen Engagement Scheme and Toolkit throughout their organisation, emphasising

the importance of using the Scheme in connection with PSB related engagement projects;

4. That the Citizen Engagement Scheme and Toolkit be accessed on-line with a PSB dedicated website developed. In the interim the Mid and West Wales Fire Services will make webpages available to host the PSB Citizen Engagement Scheme and Toolkit;
5. That an interim web page format be designed by the Sub Group and future consideration be given to engaging a professional web designer when the scheme is uploaded onto the PSB website;
6. That Neath Port Talbot County Borough Council be the lead organisation to ensure compliance with Data Protection, Equalities Impact Assessment, Welsh Language Standards and sustainability;
7. That Ms. Fiona Clay-Poole, PSB Officer make arrangements to convene a Task and Finish Group from within the PSB Membership with the appropriate experience and responsibility to initiate a Data Policy and Data Sharing Protocol to cover requests for information sharing, storage and gathering between PSB member organisations;
8. That Ms. Karen Jones, Neath Port Talbot County Borough Council on behalf of the PSB to seek views from partners on the request from the sub-group to contact individuals and organisations who had responded to the PSB Wellbeing Assessment consultation;
9. That after the Citizen Engagement Sub-Group oversees the uploading of the scheme onto the Fire Service web-site the sub-group be disbanded and only re-convened if there are any changes needed to be made to the scheme as a result of clarification of the data protection legislation or improvements to the web pages;
10. That work be undertaken developing options for a PSB logo and brought back to the next meeting for consideration.

5. **DIGITAL INCLUSION - UPDATE AND PRESENTATION**

Digital Inclusion

Board Members received a presentation and report on the work undertaken by the task and finish group established to explore digital inclusion across the county borough. The group identified four barriers to digital inclusion that require consideration:

Availability/Access to the Internet;
Affordability of Internet access/services;
Skills and competence to access and use the Internet;
Trust – how to use the Internet safely.

A mapping out exercise has taken place to identify the current provision and where the gaps are. It was identified that by Christmas 2017 70,156 properties within Neath Port Talbot will be able to access superfast broadband. Welsh Government are also working on delivery a further broadband service over the next 3 years. It was also highlighted that data regarding the uptake of these services is more difficult to source as it is commercially sensitive and providers are unwilling to release this information. The data can be made available in any format that the PSB would find helpful.

Board Members also received information on the on-line access survey which has been supported by Neath Port Talbot CVS. The survey has been looking at what skills support is available and how digitally capable organisations are. The results of the survey should be available in the Autumn and with this data an application could be submitted to the Legacy Fund which would enable the upskilling work to taken forward.

RESOLVED:

That the report be noted.

Cyber- Crime

Board Members received a presentation on Cyber Crime from South Wales Police. It was highlighted that Cybercrime is now the most common crime in the country with more than 5 million cyber offences thought to be taking place each year. Neath Port Talbot received 275 internet crimes between 1st January and 30th June 2017. Also, these crimes are rarely reported to police as banks often reimburse the victim. Board Members also received a number of case studies. Work is currently ongoing raising awareness of these crimes and the

importance of crime prevention initiatives that highlight the risks and scams that criminals use via the internet by using the Police Youth Volunteers as digital heroes to engage with older people to help them use the internet safely. Also, crime reduction officers have been giving presentations to various community groups.

RESOLVED:

That the Public Services Board were supportive of the Awareness Raising Work and that it continued to be taken forward.

6. **DRAFT WELL-BEING PLAN**

Draft Well-being Plan

Board Members received an update on the current status of the Draft Neath Port Talbot Local Wellbeing Plan as detailed in the circulated report. Lead Officers updated the board on the current status of the priorities. It was highlighted that there are gaps within the plan at the moment that would have to be completed during the consultation period. It was agreed that the draft plan would be circulated for the 3 month consultation with the inclusion of the Cross-cutting priorities being forwarded by AMBU Health Board. It was agreed that during the consultation period all gaps within the plan would be completed.

RESOLVED:

1. That AMBU Health Board forward the information relating to the draft priority 'Promoting well-being through and in the Workplace' for inclusion in the draft Plan prior to the consultation period starting;
2. That the Draft Wellbeing Plan be submitted for 3 months consultation;
3. That the Draft Wellbeing Plan be updated/completed during the 3 months consultation period;
4. That using the Citizen Engagement Scheme a consultation be designed to seek views on the draft priorities identified by the PSB;
5. That the key messages of the consultation be developed and disseminated through partners existing networks through a range of channels.

6. That using the Citizen Engagement Scheme lead officers will undertake focussed consultation/engagement on their particular work-streams.
7. That Lead Officers identify individuals who could become involved in developing and delivering the project in line with the sustainable development principles.
8. That a multi-agency event be arranged for December to focus on the approach to take to the well-being plan and the effect on partnership planning arrangements.

Vision Statement

Board Members also received a draft Vision Statement as detailed in the report circulated at today's meeting for consideration.

RESOLVED:

1. That the vision narrative should also include consideration for future generations not just the aim for present communities;
2. That we maximise and build on community assets;
3. That using the Citizen Engagement Scheme a consultation be designed to access the views of a wide range of interested bodies and to give the general public the opportunity to comment on the draft vision statement.

7. **TIMETABLE FOR PRODUCTION OF WELL-BEING PLAN**

RESOLVED:

That the Timetable for the for the Development, Consultation and Approval of the Wellbeing Plan as detailed in the circulated report be approved.

8. **DATE OF NEXT MEETING**

The next meeting will be held at **2pm, 8 March 2018.**

CHAIRPERSON