


**Bridgend PSB Meeting  
Monday 28<sup>th</sup> March 2022, 14:00**

**Notes of Meeting**

<b>Attendance</b>	<b>Organisation</b>
CHAIR Mark Brace	PSB
Simon Pirotte	Bridgend College
Martin Morgans	BCBC
Karen Bateson	Parent Infant Foundation
Helen Hammond	PSB, BCBC
Mark Shepherd	BCBC
Judith Jones	PSB, BCBC
Richard Hughes	Awen Trust
Cristian Hadfield	SWFRS
Stephen Jones	SWP
Kelechi Nnoaham	PHB
Mari Arthur	Real Living Wage
Cllr Richard Young	BCBC
Alyson Francis	Welsh Government
Joanne Oak	Valleys to Coast
Stephanie Davies	PSB, BCBC
Kirsty Smith	PSB, RCT
Andy Robinson	NRW
Emma Richards	Probation Service – Cwm Taff
Huw David	BCBC
<b>Apologies</b>	
Paul Mears	Cwm Taff Health Board
Matthew Bennett	DWP
Heidi Bennett	BAVO
Huw Jakeway	SWFRS

<b>No</b>	<b>Comment</b>	<b>Action</b>
<b>1</b>	<b>Welcome and Apologies</b>	
1.1	CHAIR welcomed all attendees to the meeting. Apologies received as listed above.	
<b>2</b>	<b>Minutes of the Meeting held on 13<sup>th</sup> December 2021 and Matters Arising</b>	
2.1	The minutes of the previous meeting were approved as a true record.	
2.2	ACTIONS from previous meeting are listed on the agenda today so will be discussed throughout the meeting.	
<b>3</b>	<b>Real Living Wage</b>	
3.1	Mari Arthur shared a presentation with the members through Teams. The context of which is the accreditation process for the real living wage, and the differences between the National Living Wage and the Real Living Wage. <b>Action: Mari to send presentation for distribution</b>	<b>MA</b>

	<p><b>Action: Presentation to be embedded into minutes</b> Simon Pirotte asked if there were any barriers with this process in relation to contractors. MA stated that there are several templates that have been created to assist with this issue and noted that once accredited there is a significant amount of support available.</p> <p><b>Action: Member from each organisation to be selected as the contact to implement this process</b></p>	SD
4	<b>Securing Healthy Lives</b>	All
4.1	<p>Dr Karen Bateman gave a brief introduction to the Parent Infant Foundation and how they have been selected to carry out a scoping exercise to find any gaps that institutions have in relation to parent infant relationships. A presentation was shared with the meeting members through Teams.</p> <p><b>Action: Presentation to be shared and embedded into minutes</b> Towards the end of the presentation there was mention of a multi-agency steering group for the Early Years Transformation that the charity needs support through representation of members in this meeting group. Kelechi questioned how we ensure that handovers are completed correctly across all services without duplication or error and how we can raise awareness in our public service workforces. Dr Bateman agreed that we need a whole system approach, and the new approach is working to enhance and adapt the original approaches to fill any process gaps that are currently present across all services.</p> <p><b>Action: Members to connect into the Early Year Transformation steering group</b></p>	DrKB/ SD
5	<b>Cwm Taff Morgannwg Draft Well-being Assessment</b>	All
5.1	<p>Judith Jones shared a presentation on the Well-being Assessment to the group, that provided an update on the progress of the consultation, timescales and feedback that had been provided thus far.</p> <p> well-being assessment JJ.pptx</p> <p><b>Action: Presentation to be shared and embedded into minutes</b></p>	JJ/SD
6	<b>Review of Cwm Taff Morgannwg Community Safety Partnership</b>	
6.1	<p>Judith Jones stated that the papers for this have been previously circulated. Currently there are two community safety partnerships in Cwm Taff Morgannwg and Bridgend has its own CSP, in recent years the framework around these strategic groups has moved on to a more regional footprint, so it is timely that the arrangements are reviewed and also look at how the CSP can support effective delivery of the new duties that are being placed on local authorities, and takes into account the independents within organisations and their duties, therefore developing a single community safety partnership map. JJ provided a brief timeline of the stages of development of the plan.</p>	
7	<b>Establishing Cwm Taff Morgannwg Public Services Board</b>	
7.1	<p>Mark Brace shared a presentation with the meeting members through teams detailing the merging of the Public Services Boards.</p>	MB/SD

	<p><b>Action: Presentation to be shared and embedded into minutes</b> Andy Robinson queried whether feedback from the Gwent PSB could be obtained to see if they have any advice. MB agreed and stated that possibly guidance from Welsh Government would be of benefit also to assist with a smooth transition.</p> <p><b>Action: Members to contact HH or JJ to volunteer to be part of the transition group</b></p>	ALL
8	<b>Bridgend PSB Annual Report</b>	
8.1	<p>Helen Hammond gave reflection on the previous annual report and presented this to meeting members via Teams. The new annual report will be an updated reflection of this, and publication will be no later than 4<sup>th</sup> July. If members are happy for HH to proceed with this she will bring a draft report to the next meeting in June for approval before the publication</p> <p><b>Action: Draft of Annual report to be presented in next meeting</b> MB asked if the Cwm Taff annual report and Bridgend annual report could be consistent with each other to reflect the merging of the PSB's. Kirsty stated that the content for the Bridgend and Cwm Taff report could be merged with only minor differences to show support of the merging moving forward.</p>	HH
9	<b>A Future Fit for Wales Roadmap to a Shorter Working Week</b>	
9.1	The report from the Future Generations' Commissioner about the shorter working week included for information was shared with members.	
10	<b>AOB</b>	
10.1	<p>Huw David mentioned the topic of the Ukrainian refugee crisis and whether the Chief executive could give an update at a future meeting, as they are considering and hoping to identify a centre in Bridgend, of which it would be helpful if partners could offer links and support to, for the refugees.</p> <p><b>Action: HD to contact if there is any support that is needed for the Refugee Centre from the PSB members</b></p>	ALL
11	<b>Date of Next Meeting</b>	
11.1	Will be 10 <sup>th</sup> June 2022 at Bridgend College, Pencoed Campus. Chair thanked everyone for their participation and closed the meeting	

<b>Action Log</b>		
<b>Item</b>	<b>Action</b>	<b>By whom</b>
3.1	<b>Action: Mari to send presentation for distribution</b>	MA
3.1	<b>Action: Presentation to be embedded into minutes</b>	SD
3.1	<b>Action: Member from each organisation to be selected as the contact to implement this process</b>	All
4.1	<b>Action: Presentation to be shared and embedded into minutes</b>	DrKB/SD
4.1	<b>Action: Members to connect into the steering group</b>	All
5.1	<b>Action: Presentation to be shared and embedded into minutes</b>	JJ/SD
7.1	<b>Action: Presentation to be shared and embedded into minutes</b>	MB/SD

<b>7.1</b>	<b>Action: Members to contact HH or JJ to volunteer to be part of the transition group</b>	<b>All</b>
<b>8.1</b>	<b>Action: Draft of Annual report to be presented in next meeting</b>	<b>HH</b>
<b>10.1</b>	<b>Action: HD to contact if there is any support that is needed for the Refugee Centre from the PSB members</b>	<b>All</b>