

Meeting 41
2nd December 2024, 14:00-16:00

Virtual via Teams
MINUTES

Present:	
Hazel Lloyd Lubran (HLL)	Chair, CAVO
Gavin Bown (GB)	Vice-Chair, Natural Resources Wales
Iwan Cray (IC)	Mid and West Wales Fire and Rescue Service
Councillor John Davies (JD)	Mid and West Wales Fire and Rescue Service
Superintendent Steve Davies (SD)	Dyfed Powys Police
Megan Harris (MH)	Hywel Dda University Health Board
Steve Thomas (ST)	Aberystwyth University
Councillor Bryan Davies (BD)	Ceredigion County Council
Barry Rees (BR)	Ceredigion County Council
Vanessa Cashmore (VC)	Coleg Ceredigion / Coleg Sir Gâr
Pat Smith (PS)	Department for Work and Pensions
George Holloway (GH)	One Voice Wales
Also in attendance:	
Councillor Catrin Davies (CD)	Ceredigion County Council
Councillor Wyn Evans (WE)	Ceredigion County Council
Councillor Matthew Vaux (MV)	Ceredigion County Council
Greg Jones (GJ)	Ceredigion County Council
Carys Lloyd-Jones (CLJ)	Ceredigion County Council
Ann Elias (AE)	Ceredigion County Council
Caitlin Theodorou (CT)	Ceredigion County Council
Cathryn Morgan (CM)	Ceredigion County Council
Amy Richmond-Jones (AMJ)	Mid and West Wales Fire and Rescue Service
Ceri Rees (CR)	Hywel Dda University Health Board
Geinor Jones (GeJ)	Hywel Dda University Health Board
Claire Bryant (CB)	Dyfed Powys Police
Jessica Thomas (JT)	Dyfed Powys Police
PSB Support Team:	
Diana Davies (DD)	Ceredigion County Council
Tim Bray (TB)	Ceredigion County Council
Sara Dafydd (SD)	Ceredigion County Council
Steffan Gruffudd (SG)	Ceredigion County Council
Teleri Elias	Ceredigion County Council (<i>Minutes</i>)
Sioned Bowen	Ceredigion County Council (<i>Translation</i>)
Carwyn Williams	Ceredigion County Council (<i>Translation</i>)
41.1	Apologies, introductions & disclosures of interest

The meeting was convened by the Chair Hazel Lloyd Lubran (HLL), who welcomed all attendees.

Apologies were noted for the following:

Elen James – Ceredigion County Council

Alun Williams – Ceredigion County Council

41.2 Minutes of the previous Ceredigion PSB meeting – 16 September 2024

The minutes from the meeting held on 16.09.2024 were agreed as a true record.

41.3 Completion of actions and matters arising from previous meeting 16 September 2024

All actions from the previous meeting on 16.09.24 were completed or included on the agenda.

Action Log – 16 September 2024		
1.	Complete – The Partnerships Team to circulate an email following the meeting asking for volunteers with the aim of convening a Task & Finish Group to further consider Fair Work.	Partnerships Team
2.	Complete – The Partnerships Team to pull together a short introduction piece for promoting the Local Well-being Plan Annual Report on social media, and share the final document once the summary has been translated.	Partnerships Team
3.	Complete – The Partnerships Team to share feedback gathered at the RAY Play Day event with PSB members.	Partnerships Team
4.	Complete – Further discussions to take place between Timothy Bray and Co-Production Network Wales regarding facilitating the CCRA workshops.	Tim Bray Mandy Williams Mererid Lewis
5.	Complete – The Partnerships Team to circulate the Age Friendly Communities presentation and the timetable for International Older People's Day 2024.	Partnerships Team

41.4 Ceredigion Local Well-being Plan 2023-28: Review of Activity Tracker (Meeting 41)

Tim Bray (TB) presented the Activity Tracker to the Board, which had been updated and circulated as part of the papers ahead of the meeting. For ease of reference, the areas in which there were updates had been highlighted, and partners were asked to raise any comments or feedback in relation to the highlighted updates at the meeting. No comments or feedback was received – The Activity Tracker will be further updated and circulated ahead of the next PSB meeting.

41.5 Well-being Plan Information Events

Circulated as part of the papers ahead of the meeting was the Events Log, which details previous events already attended by PSB members, as well as upcoming events that would present opportunities for promoting the work of the Board and the Local Well-being Plan. Sara Dafydd (SD) presented the updated copy of the Events Log and explained that the Log acts as a working document. To maximise the use of the Log, SD requested that partners inform the Partnerships Team of any upcoming events that the PSB could have a presence at, so that they could be added to the Log for consideration. At a recent PSB Chairs meeting, additional events were proposed and recorded within the Events Log, including the Lampeter Health and Well-being Show which will be held at the Lampeter Well-being Centre on 26 February 2025. The event is being supported by the Well-being in Lampeter Delivery Group, and representatives for the Delivery Group plan to be present on the day.

TB noted that consideration is being given to utilising a Google calendar to enhance the presentation and usability of the Events Log, as it has recently been effectively adopted by the Equalities and Inclusion Team to map significant dates. Cathryn Morgan (CM) presented the Google

calendar on screen for members' reference. This format would allow invited individuals to view and input details into the calendar directly, and it was agreed that it would be a valuable resource for documenting and circulating events.

Action: Well-being Plan Information Events to remain as a standing Agenda item, and the Partnerships Team to establish whether Google calendar can be used in place of the Events Log document.

41.6	Healthy Travel Discussion – Regional Travel Plan and Mid & West Wales Healthy Travel Charter
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Ann Elias (AE) introduced herself as the TraCC Regional Transport Plan Projects and Programmes Manager for Growing Mid Wales (GMW). The Mid Wales Corporate Joint Committee (CJC) have responsibility for:

1. Regional Transport Planning (RTP)
2. Strategic Development Planning
3. Economic Well-being

The CJC is required to develop transport policies for the promotion and encouragement of safe, integrated, efficient and economic transport to, from and within its area. Each Highway Authority (Ceredigion and Powys Councils) will deliver a programme of interventions to implement the policies.

There are 4 areas of focus that encompass Healthy Travel – Active Travel, Public Transport, Decarbonisation of Transport, and Behaviour Change. AE confirmed that the Active Travel Plan is scheduled for approval in January 2025, followed by public consultation in February or March. Some initiatives already underway include Active Travel Routes in Aberystwyth, Cardigan and Lampeter, public transport interchanges and digital information screens, as well as electric buses and charging points. Partners can sign up to receive a monthly newsletter by the GMW Team by contacting growingmidwales@ceredigion.gov.uk.

Action: Ann Elias to share details for the Active Travel Plan consultation, the Partnerships Team to circulate to PSB members.

Action: Ann Elias to be invited back to a future PSB meeting for an update on the Active Travel Plan following the consultation.

Councillor Bryan Davies (BD) reported that the Local Authority (LA) has contacted Transport for Wales (TfW) to discuss the limitations of the rail network in Mid Wales. BD suggested that Welsh Government (WG) grants intended for rail infrastructure should instead be allocated to bus services in these rural areas.

Ceri Rees (CR) introduced himself as the Transport Development Manager for Hywel Dda University Health Board (HDdUHB). In 2022, HDdUHB commissioned Carbon Trust to conduct a comprehensive assessment of its organisational carbon footprint. Analysis showed that Procurement accounted for 58% of the organisation's carbon footprint, followed by Building Use (23%) and Transport (19%). Based on the Carbon Footprint Analysis, the HDdUHB Transport and Accessibility Plan for 2024-2034 was developed. A Staff Travel Survey was also undertaken in 2023, which showed that 87% of staff drive their own vehicle to work.

CR provided an update in relation to the Healthy Travel Charter introduced by Dr Tom Porter (*Cardiff and Vale Health Board*), which has since been rolled out across Wales. The Charter sets out a series of 17 commitments and provides the Public Sector the opportunity to demonstrate leadership on sustainable travel & decarbonisation. Commitments are monitored via an Annual Assessment of Progress across a 3-year timeframe. CR confirmed that HDdUHB signed up to the Charter in June

2024, and gave a summary of some of the initiatives that have been developed including a Free Staff Travel Scheme trial, cycle to work scheme, sustainable travel plans, and supporting flexible working. Whilst the Public Health Team originally led on the Mid & West Wales Healthy Travel Charter, CR confirmed that the Team no longer have the capacity to lead moving forwards. The question was posed whether the PSB would be interested in co-ordinating the initiative in the future. TB noted that whilst this work was previously nested under the Climate and Nature Delivery Group, there is currently no Chair in place for the Group since the departure of the previous Chair in October.

A discussion ensued around behavioural change, with HLL noting that this topic has been raised during several recent conversations. Megan Harris (MH) reported that Public Health Wales (PHW) have received funding to support behavioural change programmes.

Action: Megan Harris to report back at a future PSB meeting on the Public Health initiatives focussing on behavioural change.

There was also a discussion around other LA's approaches to Active Travel, and specifically the challenges around meeting the commitments outlined in the Healthy Travel Charter given the landscape and rurality of Ceredigion compared to other areas. It was queried whether it would be possible for organisations to sign up to specific commitments within the Charter, relative to the circumstances in their areas.

HLL summarised that parallel execution of both the Regional Travel Plan and Mid & West Wales Healthy Travel Charter will be crucial to maximise impact and opportunity.

41.7

Chair's Update:

• **Shaping Places Chairs' Meeting**

HLL confirmed that following the launch of the Shaping Places for Well-being in Wales programme in May 2024, a PSB Chairs' session was hosted in late November. HLL attended the session and provided an overview of Ceredigion PSB's work, and how the Board has been linking in with the Shaping Places programme to date. Updates were also given by other PSB Chairs from across Wales on ongoing projects in their respective areas. HLL noted that difficulty remains around partners' capacity to participate in the Shaping Places programme. Ceredigion PSB is currently supporting the Whole Systems Approach to Healthy Weight programme through the Lampeter and Cardigan Delivery Groups.

• **Community Transport**

HLL reported that CAVO are working with Cwmpas as part of a Catalyst for Care event on 10 December, which will bring the community together to help to shape future transport solutions for Ceredigion. The discussion aims to develop fresh transport ideas that will make a difference to health, employment, and the local economy. The ideas generated will directly inform plans to transform community transport. HLL invited PSB members to attend the event – The link to sign up via Eventbrite was circulated to members ahead of the meeting.

Action: Feedback from the Community Transport event to be shared at the next PSB meeting.

In line with the actions covered within the Activity Tracker, HLL reminded members of potential themes for various spotlight sessions for the upcoming meetings, including:

- Transport, Access to Services and Active Travel
- Digital Services
- Ways of Working

- Skills
- Work of the Regional Board

HLL proposed that PSB members consider their organisation's position ahead of the next meeting to support discussion as part of a Ways of Working spotlight session.

Action: The Partnerships Team to ensure that future spotlight sessions are noted on the Agenda circulated ahead of PSB meetings for partners to consider their inputs.

41.8

Feedback from Whole Systems Approach to Healthy Weight Workshops and Update from Discussions with Prosiect Dewi

Geinor Jones (GeJ) submitted a progress report to the group; the Whole System Approach (WSA) to Healthy Weight Team participated in the March PSB meeting and subsequently attended wellbeing group meetings in Lampeter and Cardigan, providing presentations on the WSA and project overviews.

The WSA encourages a different way of thinking and working and seeing the system as a whole. By understanding how the system operates, and the parts which it is comprised of, the aim is to identify where the greatest opportunity for change may be and to reach an agreement as to how a healthy weight environment can be achieved by working and acting differently. GeJ explained that the WSA to Healthy Weight Team hosted a workshop session at the Well-being in Lampeter and Well-being in Cardigan Delivery Group meetings held in October, with the aim of providing an overview of the process, the work already carried out, and the next steps.

GeJ reported that the majority of the workshop focussed on considering 8 potential priority sub-systems, with the overall aim of agreeing 1 sub-system of focus by the end of the session. The 8 potential sub-systems considered were:

- Pre-school and school physical activity
- Recreational opportunities for physical activity
- Active Travel
- School Food
- Advertising and marketing of food
- Affordability of food
- Availability of unhealthy food
- Breastfeeding

The session also started to introduce the Three Horizons model as part of discussions. Both Delivery Groups were asked to focus specifically on where the PSB and its Delivery Groups have the most influence, and where collaborative working could make the biggest difference. GeJ noted that a report of findings from the workshop is in the process of being created, which can be shared in due course. The consensus from each group as to the most important sub-system were as follows:

Lampeter Delivery Group Consensus:

- Affordability of Food – 2 Groups
- Affordability of Food + Availability of Unhealthy Food – 1 Group

Cardigan Delivery Group Consensus:

- Affordability of Food – 3 Groups

GeJ confirmed that these findings were in line with the outcomes of 3 other workshops held across the region – With this in mind, the sub-system proposed for focus moving forwards is **Accessibility of**

Food, which will encompass the affordability and accessibility of healthy and unhealthy food. It was acknowledged that this remains a large sub-system, and that additional work is required to further narrow it down – GeJ asked for the PSB’s commitment to this sub-system priority for the work to continue. It was highlighted that there are links with actions already agreed within the Local Well-being Plan for 2023-2028, specifically the cross-cutting theme of Tackling Hardship and Poverty, Pillar 2: Social Well-being and Pillar 3: Environmental Well-being.

Decision: No comments or objections were received – The PSB agreed to support Accessibility of Food as the sub-system of focus.

GeJ explained that community involvement is crucial to this work, and engagement through the Cardigan and Lampeter Delivery Groups will act as a pilot for replication across the region. The WSA to Healthy Weight Team are working with Project Dewi, who are in the process of developing a Train the Trainer programme, which will allow members of each Delivery Group to become asset mappers in each community. A total of 23 members expressed an interest in being involved in this work to date, and GeJ asked that PSB commit to continued active participation ensuring that the right people are involved and engaged in the Delivery Groups. HLL urged PSB members to ensure that organisational representation at each of the Delivery Group meetings is appropriate, and to contact the Partnerships Team should amendments or additions be required.

Finally, GeJ reported that a regional Learning Network is to be established to learn about systems thinking, share learning and practical approaches. Further details, including how to sign up, will be available in due course, and will be circulated by the Partnerships Team.

Action: The Partnerships Team to circulate the WSA To Healthy Weight workshops report, and details of how to sign up to the regional Learning Network when further information is available.

41.9	PSB Delivery Group Updates:
<p>i. Well-being in Lampeter Delivery Group (<i>Greg Jones, CCC</i>) Due to time constraints, members were made aware that the Well-being in Lampeter Delivery Group minutes from the October meeting were shared as part of the papers prior to the meeting.</p> <hr/>	
<p>ii. Well-being in Cardigan (<i>Hazel Lloyd Lubran, CAVO</i>) Due to time constraints, members were made aware that the Well-being in Cardigan Delivery Group minutes from the October meeting were shared as part of the papers prior to the meeting.</p> <hr/>	
<p>iii. Climate and Nature Delivery Group (<i>Steffan Gruffudd, CCC</i>) Due to time constraints, members were made aware that an update on the current status on the Climate and Nature Delivery Group was shared as part of the papers prior to the meeting.</p>	
41.10	Fair Work Task and Finish Group Feedback
<p>Cllr Catrin Davies (CD) noted that following a discussion at July’s PSB meeting around Fair Work, a Task and Finish Group was established and facilitated by the Poverty Sub-group. The first meeting took place on 19 November 2024. CD confirmed that there was good attendance and contribution at the meeting from a range of HR and / or Procurement representatives from the following organisations: Ceredigion County Council (CCC), Mid and West Wales Fire and Rescue Service</p>	

(MAWWFRS), CAVO, Coleg Ceredigion, Dyfed-Powys Police (DPP), the Department for Work and Pensions (DWP), Local Authority and Office of the Police and Crime Commissioner (OPCC). The National Library of Wales and HDdUHB Public Health will attend future meetings. Breakout rooms were utilised to discuss and identify current practice and suggest opportunities for improvement.

Based on the outcomes from the discussions, a number of recommendations (outlined in the [cover report](#) shared prior to the meeting) were identified for consideration by PSB. The next steps for the Task & Finish Group will include:

- A second meeting in February 2025 to provide feedback from the PSB meeting, discuss the recommendations further, identify challenges and discuss ways to overcome these. Work will commence on a draft Charter to demonstrate Ceredigion PSB's commitment to Fair Work.
- A final meeting to be held in May 2025 to identify ways to monitor, evaluate impact, and to approve a draft Charter showing the commitment of the PSB to Fair Work.
- To present the draft Charter to PSB members to sign up to, with the anticipation that the commitments within the Charter will have been delivered by March 2028, when the current Well-being Plan will end. If agreed, monitoring and evaluation will take place as part of the Ceredigion PSB Annual Report.

Due to the number of recommendations put forward, HLL suggested that these were recirculated following the meeting for members to consider further, and for any comments or objections to be returned by 16 December. Any feedback can then be considered ahead of the next Task and Finish Group meeting in February 2025.

Action: The Partnerships Team to circulate the recommendations from the Fair Work Task and Finish Group meeting, and members to respond by 16 December 2024 with comments or objections to the proposals.

41.11	Feedback from Ceredigion County Council Coordinating Overview and Scrutiny Committee
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Cllr Wyn Evans (WE) noted that the main points arising from the discussions held in relation to the PSB at the latest CCC Overview and Scrutiny Co-ordinating Committee held on 7 November 2024 were:

- The Chair extended his congratulations to the Team for an excellent Local Well-being Plan Annual Report in video format.
- The Chair congratulated the ARFOR project for its continued work.
- It was confirmed that comments made at the meeting regarding withdrawal of winter fuel payments will be passed on to the PSB Poverty Sub-group. In response it was confirmed by officers that the group actively consider and respond to changes such as this on an ongoing basis. It was also noted that the Poverty Sub-group has recently been congratulated on its work and especially how the hardship dashboard has been identified as good practice across Wales.
- Members were disappointed to note that the number of responses received to the recent Police and Crime Commissioner consultation were low. Members re-emphasised their concern that consultations cost a lot of money for Public Sector Organisations.

HLL thanked WE for his update, and reaffirmed the importance of engaging with the public, and ensuring that communities are involved in decision making.

41.12	Any Other Business
No other business was raised by partners. The Chair thanked members for their time and contributions.	
The meeting was concluded at 4pm.	
41.13	Date of next meeting: 3 March 2025 at 14:00-16:00 (Hybrid)

Ongoing Action Log		
a.)	Well-being Plan Information Events to remain as a standing Agenda item, and the Partnerships Team to establish whether Google calendar can be used in place of the Events Log document.	Partnerships Team
b.)	Ann Elias to share details for the Active Travel Plan consultation, the Partnerships Team to circulate to PSB members.	Ann Elias, Partnerships Team
c.)	Ann Elias to be invited back to a future PSB meeting for an update on the Active Travel Plan following the consultation.	Partnerships Team
d.)	Megan Harris to report back at a future PSB meeting on the Public Health initiatives focussing on behavioural change.	Megan Harris
e.)	Feedback from the Community Transport event to be fed back at the next PSB meeting.	Hazel Lloyd Lubran
f.)	The Partnerships Team to ensure that future spotlight sessions are noted on the agenda circulated ahead of PSB meetings for partners to consider their inputs.	Partnerships Team
g.)	The Partnerships Team to circulate the WSA To Healthy Weight workshops report, and details of how to sign up to the regional Learning Network when further information is available.	Partnerships Team
h.)	The Partnerships Team to circulate the recommendations from the Fair Work Task and Finish Group meeting, and members to respond by 16 December 2024 with comments or objections to the proposals.	Partnerships Team