


# PSB Project Group Report

Prepared by: Manon Horscroft

Date: 08.06.21

<b>Well-being Plan Aim</b>	<b>Enable people to create and grasp opportunities and meet challenges throughout their lives</b> Improve vocational and life skills, build confidence and enable people to respond positively to change.	
<b>Our Values</b>	Welsh Language, Tackling Inequalities, Involvement, Sustainability, Leading By Example	
<b>Project Group Name</b>	Resilience Training	
<b>Chair Vice-Chair</b>	<b>Matt Morden</b> , Coleg Sir Gâr & Coleg Ceredigion	

<b>Project Group Membership</b> (Names in <b>bold</b> signify attendance at meeting)			
Ceredigion County Council	Cllr <b>Catrin Miles</b> , Naomi McDonagh, <b>Michael Smith</b> , <b>Sara Dafydd</b> , <b>Manon Horscroft</b> , Diana Davies, Caroline Lewis, Victoria Foale, <b>Rob Starr</b> , Elen James / <b>Mark Gleeson</b>	Department for Work & Pensions	<b>James Gibb</b>
		Coleg Ceredigion	Katy Barron
Dyfed-Powys Police	Inspector Andrew Merry	Welsh Government	Diana Reynolds
Mid & West Wales Fire & Rescue Service	Chris Rees	University of Wales Trinity Saint David	<b>Gwilym Dyfri Jones</b>
Aberystwyth University	<b>Dr Antonia Ivaldi</b>	Public Health Wales	-
Hywel Dda University Health Board	Suzanne Tarrant, Anna Bird	Ceredigion Association of Voluntary Organisations	<b>Chesca Ross</b>

## SYNOPSIS OF PROJECT GROUP MEETING

### Key Points discussed at Project Group meeting:

**Apologies:** Anna Bird, Suzanne Tarrant, Chris Rees, Diana Reynolds, Elen James, Victoria Foale

**Also in attendance:** Mari Hopkins, Caitlin Theodorou (Ceredigion County Council)

The Chair began by welcoming partners to the meeting. The minutes from the previous meeting were agreed as a true record, and actions assigned on the 23<sup>rd</sup> of March marked complete or included as updates on the Agenda.

#### PSB Feedback & Membership

In line with discussions at the previous Project Group (PG) meeting, The Chair confirmed that concerns regarding regular partner attendance at meetings was reported back to the wider Public Services Board (PSB) in April. The Chair also queried as to whether there continued to be an appetite for a shared resilience training resource to be established across PSB organisations considering the current challenges around capacity, and the broad range of support for staff already established within respective PSB organisations.

#### Assessment of Local Well-being Engagement Workshop

As agreed at the previous PG meeting, Rob Starr (RS) and the Ceredigion County Council (CCC) Research Team facilitated an interactive workshop session focussed on the Assessment of Local Well-being. The session was part of a wider engagement process with stakeholders that will inform the production of the draft Assessment prior to public consultation in the autumn. The final draft will be published in March 2022 following PSB approval. As part of the facilitated session, PG members were asked to consider the following 3 main discussion points;

- How has this sub-group improved the well-being of Ceredigion's residents and communities?
- What has improved since the last Assessment of Local Well-being, and what has become worse since then?
- In the next 30-40 years, what do you think are the biggest challenges we face to the well-being of Ceredigion?

A series of quick poll questions tailored to the work of the PG were also presented as part of the session, and members were asked to contemplate whether their respective organisations had access to additional local data or research that could be considered as part of the Assessment, with ideas to be reported back to [performanceresearch@ceredigion.gov.uk](mailto:performanceresearch@ceredigion.gov.uk).

**ACTION: Sara Dafydd (SD) to circulate the session's PowerPoint presentation to PG members.**

**ACTION: Partners to consider sharing any local data or research that could be incorporated into the Assessment of Local Well-being.**

### Focus Groups Research Update

Antonia Ivaldi (AI) provided an update on the Focus Groups Research. Since the last meeting, 5 Focus Group sessions have been conducted with 3 PSB organisations. These include a session with CCC, and 2 with Natural Resources Wales (NRW) and Aberystwyth University (AU) respectively. AI confirmed that discussion across the 5 sessions have allowed for 7½ hours' worth of data to be collated. SD reported that documentation has been shared with Mid and West Wales Fire and Rescue Service (MAWWFRS), and it is hoped that a Focus Group session can be organised with employees during the next month. AI confirmed that the qualitative data collated will be analysed during the next few months, and hoped to be in a position to share the research findings by the end of summer.

**ACTION: AI to present the Focus Group Research findings at the next meeting.**

### Action Plan Discussion

The Chair reinforced that challenges around regular attendance at PG meetings had resulted in difficulty in progressing certain areas of work outlined in the PG Action Plan. It was noted that utilising the Resilience Training Register to its maximum potential has proved particularly difficult as the PG has not been in a position to consider gaps in organisational training opportunities without access to a full picture. Whilst examples of good work and enthusiasm for the resilience Agenda was highlighted, the appetite for the development and implementation of a shared training programme across PSB organisations was reflected upon. It was agreed that discussions on a way forward would continue at the next PG meeting.

**ACTION: Action Plan Discussion to be kept on the Agenda.**

### A.O.B

The Chair confirmed his retirement from Coleg Sir Gar / Coleg Ceredigion, and as a result will be stepping down as the Chair of the PG. The Chair closed the meeting by thanking partners for their contributions.

**Dates of next meetings:** 24th of August 2021 at 14:00-16:00pm

## **ACTIONS CONTAINED IN LOCAL WELL-BEING PLAN UNDER THIS AIM**

<b>Short Term Action</b>	<b>Medium Term Action</b>	<b>Long Term Action</b>
Develop a range of PSB approaches and opportunities to teach life skills and individual resilience to all members of staff in PSB organisations; to promote	Work with other organisations and communities, to roll-out the training programme across Ceredigion.	Continue to promote a cultural shift that empowers people to embrace change.

human interaction as well as emotional well-being & healthy living.		
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## ACTION PLAN: MARCH 2021 – MARCH 2022

KEY	
<b>GREEN</b>	Active and on track
<b>AMBER</b>	Active but some concerns and needs close monitoring
<b>RED</b>	Active but major concerns and needs corrective action
<b>BLUE</b>	On-hold
<b>BLACK</b>	Closed

STEP 1: Establish a register of resources for all PSB organisations			
Activity		Date Due	Comments
1.1	Create a Resilience Training Register Excel spreadsheet, and begin to populate with information already known.	26.08.20	<b>Complete.</b> Proposed skeleton of Resilience Training Register shared with PG on 26-08-20. Amendments suggested and made. Content agreed and uploaded to Teams site for population.
1.2	Clarify with PG members whether a central Team Hub via MS Teams would be beneficial, and whether the group has access to this platform.	24.08.20	<b>Complete.</b> PG members agreed to proceed with a central Hub Team via MS Teams.
1.3	Set up a Team for Resilience Training Project Group on MS Teams to allow improved communication and file sharing between meetings.	26.08.20	<b>Complete.</b> Team Hub set up on MS Teams on 25.08.20.
1.4	Ensure that resource spreadsheet is shared with the PG over MS Teams.	26.08.20	<b>Complete.</b>
1.5	Ensure amendments as suggested by the PG during 26-08-20 meeting are made to	07.09.20	<b>Complete.</b> Amended documents uploaded to Team Hub.

	the Resilience Training Register and Action Plan.		
1.6	Define what is relevant under the training heading with regards to organisational resilience support.	08.10.20	<b>Complete.</b> Definition shared with members on 14-10-20, with invitation for feedback. Definition included in ToR, and uploaded to Teams site.
1.7	All Partner organisations to update the Resilience Training Directory with any relevant training offered through their organisations, and ensure that in depth details are included.	17.11.20	<b>06.06.19</b> It was agreed that further information was needed of the support available to staff from different partners including the target audience, any evaluation work on the support provided and detail about the support. <b>17.11.20</b> Additional work is required to ensure that all partners contribute to the Register so that a full picture is gained as to what Resilience Training opportunities are offered across PSB organisations. <b>08.06.21</b> The Chair highlighted the continued challenges in utilising the Resilience Training Register to its maximum potential whilst information from partners remains missing.
1.8	All PG members to continue to populate resource spreadsheet with any updates as and when necessary to ensure the live document is kept relevant and up to date.	When necessary	

**STEP 2: Identify any gaps in training & need based on findings of resource spreadsheet**

	Activity	Date Due	Comments
2.1	Following completion of point 5 under Step 1, PG members to review Resilience Training Directory and identify clear gaps in training.	12.01.21	Pending completion of point 1.7 under Step 1.

2.2	Small group conversations to be held with staff of Partner organisations to identify any need within our organisations from a COVID-19 recovery perspective.	January, 2021	<p><b>17.11.20</b> CCC, MAWWFIRE and Aberystwyth University have committed to support the research. Sources of support within each organisation need to be identified, before attendees can be invited to take part and this is underway. Contacts have been identified for liaising with NRW.</p> <p><b>08.06.21</b> 5 Focus Group sessions have now been held with 3 organisations. A further session is hoped to be conducted with Mid and West Wales Fire and Rescue Service during the next month.</p>
2.3	Restorative spaces within the NHS project to inform work of PG by identifying any arising gaps in need.	When necessary	<p><b>23.03.21</b> The recruitment process has been challenging due to COVID-19 but it is hoped that recruitment can be promoted again imminently.</p> <p><b>08.06.21</b> The project has recently been put on hold due to challenges around the recruitment process and capacity issues.</p>
2.4	Identify whether there is scope to share organisational training with communities and volunteers in some guise.	January / February, 2021	<p><b>09.07.20</b> Specific training needs of Community Support Groups are identified through weekly Catch Up Sessions over Zoom with the CAVO Team.</p> <p><b>17.11.20</b> Understanding our Communities PG are looking to collate training opportunities in order to give back to the community – This area of work will be picked up by the UoC PG at January's meeting.</p> <p><b>23.03.21</b> PG members to contact CAVO to express interest in becoming part of a portfolio of providers who can deliver sessions for volunteers in communities across Ceredigion as part of the Volunteering Recovery Grant.</p>
2.5	Training / informative sessions on COVID-19 and Track & Trace to be shared where appropriate e.g. within community groups, especially in relation to the reopening of community venues.	-	Reopening Community Venues Advisory Panel formed as a sub-group of the Understanding Our Communities PSB Project Group.

**STEP 3:** *Develop shared training for PSB organisations based on gaps & need*

Activity		Date Due	Comments
3.1			<b>23.03.21</b> PG Chair to ascertain from wider PSB members as to whether there is still appetite for shared resilience training. <b>08.06.21</b> Discussions to continue as to the most appropriate way forward for the PG.

**PSB: DECISIONS & RISKS**

Decisions Required or Risks to be highlighted to the PSB