

## CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD

Minutes of a meeting of the Conwy and Denbighshire Public Services Board held in Council Chamber, Bodlondeb, Conwy, LL32 8DU on Tuesday, 18 September 2018 at 9.30 am.

### PRESENT

Bethan Jones (Chair) – Betsi Cadwaladr University Health Board  
Councillor Gareth Jones – Conwy County Borough Council  
Councillor Julian Thompson-Hill (In place of Hugh Evans)– Denbighshire County Council  
Dr Evan Moore – Betsi Cadwaladr University Health Board  
Iwan Davies – Conwy County Borough Council  
Judith Greenhalgh – Denbighshire County Council  
Siân Williams – Natural Resources Wales  
Simon Smith (Chief Fire Officer and Chief Executive)  
Helen Wilkinson – Denbighshire Voluntary Services Council  
Superintendent Siân Beck – North Wales Police  
Superintendent Neil Harrison – North Wales Police  
John Humphries (In place of Sioned Rees) – Welsh Government Representative  
Wendy Jones – Community and Voluntary Support Conwy

### OFFICERS

Nicola Kneale – Strategic Planning Manager (Denbighshire CC)  
Fran Lewis – Corporate Performance and Improvement Manager (Conwy CBC)  
Megan Vickery – Engagement Officer (Central BCUHB)  
Angela Loftus - Planning and Public Protection Manager (Denbighshire CC)  
James Harland - (Strategic Planning Policy Manager (Conwy CBC)  
Shân Morris – Assistant Chief Officer (NW Fire & Rescue Service)  
Stephanie Jones – Committee Administrator (Denbighshire CC)

#### 1 APOLOGIES FOR ABSENCE

Andy Jones – National Probation Service  
Gary Doherty – Betsi Cadwaladr University Health Board  
Sioned Rees – Welsh Government Representative  
Teresa Owen – Betsi Cadwaladr University Health Board (Public Health Wales Representative)  
Councillor Hugh Evans – Lead Member of Denbighshire County Council

#### 2 MINUTES OF LAST MEETING

The minutes of the Conwy and Denbighshire Public Service Board (PSB) held on the 19 June 2018 were presented for approval.

**RESOLVED** that the minutes of the Conwy and Denbighshire PSB held on the 19 June 2018 be approved.

### **3 MATTERS ARISING**

#### **a. PSB and Regional Partnership Board update**

It was highlighted to members the attached letter had requested members feedback regarding the role of PSB.

It was confirmed that a review had taken place of the Part 9 board and a report was scheduled for the next Chief Executive meeting.

Following discussions the committee concluded to postpone a response to the Future Generations Commissioner for Wales's letter until information from the Chief Executive Group meeting are received.

***RESOLVED** that, following the Chief Executive Group meeting to discuss the Part 9 review, members to discuss the outcomes and respond to Future Generations Commissioner for Wales's letter.*

#### **b. PSB scrutiny Update**

It was confirmed that both Conwy County Borough Council and Denbighshire County Council had received and scrutinised the proposal for a Joint Scrutiny Committee. It was highlighted that the next stage of development was to have formal approval from full Council at both Councils. Following that decision the practical formalities of formulating a joint committee would commence. It was anticipated that if the joint scrutiny arrangements are approved, the first committee would meet in the new financial year.

#### **c. Date for the diary – 'Health Boards' development session**

Nicola Kneale (DCC) informed members the date confirmed for the Academy Wales workshop was the afternoon of the 28<sup>th</sup> January 2019.

The Chair asked members to consult with officers to prepare opinions and questions prior to the workshop.

### **4 FUTURES FOR WALES REPORT**

Fran Lewis – Corporate Performance and Improvement Manager (Conwy CBC), introduced the report on 'Futures for wales'.

Members were informed the report had previously been published and had included 14 recommendations that had been aimed at PSBs. The Summary report had detailed the long term plan for Wales. Members explored the executive summary in detail.

The Chair explained that the reports purpose had been to inform PSBs of work that will shape what Wales will look like in the future. Present times make future aspirations difficult to aspire to.

Members were grateful for the report and felt that forward planning information was important. A concern raised by members was that no examples of what could potentially happen in the future had been included in the report if certain aspects change. It was felt this would be important to gain a comprehensive understanding.

Helen Wilkinson Denbighshire Voluntary Services Council stated a number of factors can influence and change the future and they need to be taken into account and looked into more. Helen Wilkinson volunteered if members agreed, to complete some work on future scenario planning and bring her findings back to a future PSB meeting.

The Chair thanked Helen Wilkinson for the offer and members agreed to the proposed work on future scenario planning.

### **RESOLVED**

- i. That the update be received and its contents noted.*
- ii. Further work to be completed into future scenario planning and be reported on at a future meeting.*

## **5 PROGRESS UPDATE ON PSB PRIORITIES**

An update on progress with priorities was provided as follows –

### **i. People – Mental Well-being**

Sian Williams, NRW informed the committee that an update regarding the upcoming workshop would be given at the next PSB meeting. It was explained to members challenges had arose when addressing the wider agencies for aid in coordinating the workshop.

### **ii. Community – Community Empowerment**

Nicola Kneale (DCC), informed PSB members of the process followed to develop the next steps in the Community Empowerment priority. A workshop was held in June which was facilitated by Denbighshire County Council with support from Voluntary services in Denbighshire and Conwy. Members were guided through the report and appendices (previously circulated) particular reference was made to the 3 recommendations included within the report.

Judith Greenhalgh (DCC) added that this work would add value to the PSB priority work without duplication of completed work.

Members discussed in greater detail the impact of 'social prescribing', it was felt that a better understanding of the work of the extensive partners in this area would be needed to assess how the PSB could add value and offer support in this area. The Chair requested that further work be undertaken to obtain an overview of social prescribing in the region and identify any governance arrangements in place..

It was agreed by members that a lot of work had been done on Community Empowerment. Thanks were given to Nicola Kneale and Judith Greenhalgh (DCC) for the in-depth information provided. It was agreed that further work and investigation was required.

**iii. Place – Environment Resilience**

Fran Lewis (CCBC) informed members that a workshop had taken place highlighting the proposed actions for delivering Environment Resilience. Guiding members through the Delivery Plan 2018/19 and the suggested ideas and actions. The workshop had been well attended and contributions had been valuable. Further work is needed to develop a robust working relationship with organisations. Fran Lewis confirmed further work and exploration needed to take place and further information presented to PSB, highlighting the achievement measures.

Members discussed the need to lobby concerns raised to Welsh Government and local Members of Parliament to highlight the work of the PSB.

Concerns were raised regarding sea defence and infrastructure, particularly in regards to Old Colwyn in Conwy county. The Chair confirmed that concerns to certain infrastructure needed to be explored by the Local Resilience Forum with a risk assessment completed to allow the PSB to discuss.

The Chair thanked all officers for the work done to date on the priorities and information provided.

***RESOLVED*** that the progress with priorities be noted, further information and background be provided on

- I. Social prescribing – to obtain an overview of social prescribing in the region and identify any governance arrangements in place.*
- II. Background to the 3 recommendations to Community Empowerment*
- III. Environmental Resilience – to obtain further information on the sea defences in Old Colwyn and liaise with the Local Resilience Forum.*

At this junction it was agreed by members to change the order of reports to accommodate guest speakers.

## **6 OVERVIEW OF LOCAL DEVELOPMENT PLANS FOR CONWY AND DENBIGHSHIRE**

James Harland (CCBC) and Angela Loftus (DCC) presented an update on the Local Development Plans for Conwy and Denbighshire.

It was explained to members that both Conwy and Denbighshire had a statutory requirement to have a local development plan (LDP). Both Councils were in the early stages of development. James Harland explained that Conwy's first stage would be consultation towards the end of 2018 to identify any issues and prepare for further development. The vision and objectives needed to be in line with requirements and policies. Angela Loftus echoed the sentiments, emphasising the lengthy and highly regulated process that the LDP involved. Members were informed that a Strategic Planning group had been established in Denbighshire to monitor work.

Both Conwy and Denbighshire had requested evidence of potential sites for development from the public. Work to publicise this request had been ongoing.

James and Angela confirmed that they would continue to keep the PSB informed of developments throughout the process.

A number of issues were raised during discussion, including –

- PSB priority will involve dementia care in the community - it was confirmed that community and elderly projects would be established and included in planning policy.
- Fast food retailers - Officers confirmed supplementary planning guidance had provided information on changing classes for food retail. It had been difficult to control as changes to planning permission had made it easier to grant permission.
- Bodelwyddan – It was confirmed that the site was within the Local Development Plan and had been granted planning permission. The site had been linked to the Growth Bid and monitoring had continued.
- Dr Surgeries – Confirmed they are struggling to obtain information on Dr Surgeries.

The Chair thanked both officers for their time and for answering the concerns raised by members. It was agreed that a further update be provided at a later stage of development.

***RESOLVED that***

- i. Members receive and note the update.*
- ii. The LDP timetable be circulated to Members.*
- iii. LDP officers to liaise with the Chair regarding information on Dr Surgeries.*

At this junction (11:30 a.m.) there was a 15 minute comfort break.

The meeting reconvened at 11:45 a.m.

## **7 EMBEDDING PSB PRIORITIES/ WORK INTO MEMBER ORGANISATIONS**

Fran Lewis (CCBC) asked members to aid the work on embedding the PSB priorities in third party organisations. Supporting work by officers on the priorities to report back to PSB was key.

The Chair echoed the need to emphasize the PSB's priorities with officers. It was highlighted that it was the responsibility of members to feedback to expert officers' actions from the PSB committee to embed into daily work ethics.

**RESOLVED** that members receive and note the update.

## **8 FUNDING OPPORTUNITIES**

The Chair introduced the verbal update on funding opportunities for the PSB. Members were reminded of the previous discussion held at the last meeting in June. Investigation into available funding had been collated with work continuing to be looked in to.

The Chair confirmed that Conwy County Borough Council had been included in a pilot scheme of flexible funding. It was felt that it was important for PSB to be informed of progress with the pilot scheme.

Discussions with Welsh Government regarding the difficulty securing funding had continued. It was agreed that work on the PSB priorities had to be cost effective and reported to evidence to Welsh Government the difficulties faced.

**RESOLVED** that funding concerns be recorded and reported back to PSB at a later date to evidence findings to Welsh Government. Members requested the work completed to date on available funding be circulated to members.

## **9 HEALTH AND SOCIAL CARE PLAN**

The Chair guided members through the presentation entitled 'A Healthier Wales'. The presentation illustrated the ambition to combine health and social care services. To provide the needs of individuals in a healthy manner.

Some of the key points highlighted to members included:

- The role of PSB
- A review of the governance arrangements
- £100m Transformation fund that Regional Partnership Boards can bid for funding.

The Chair emphasised the need to scrutinise the PSB priorities to demonstrate the need for funding to create a business case to take forward when requesting additional funds.

Clusters of working organisations within the community will work more closely with each other to support and deliver a better service to individuals. The Chair stressed that a number of clusters were currently in operation within Conwy and Denbighshire, work would have to be done to increase closer working moving forward.

A number of questions were raised in relation to the transformation fund which included how would it affect the PSB working and its priorities. The Chair stressed to members the need to monitor the development of the plan for Health and Social Care.

Members thanked the Chair for the presentation and the in depth explanation. Members raised a concern over the level of resources and staff in Health and Social Services. It was concluded the transformation would involve a large amount of work and would need to be robust. It was agreed that funding in Wales would be positive and significantly move services forward. It was agreed that the PSB monitor and report and significant developments back to members.

***RESOLVED*** that the presentation and information be received, noted and circulated to members. With any developments be presented at future PSB meetings.

## **10 INTERIM PRIORITIES**

### **a. First 1000 days**

No update at present.

### **b. Communication**

Iwan Davies (CCBC) updated members with the work that had been carried out up to date regarding the communication of PSB and its work.

The following points were raised –

- The PSB meetings are now public (excluding exempt agenda items)
- A summary of the PSB meeting is circulated as a newsletter to all organisations
- Minutes are circulated to all PSB members to table within their organisations
- Regular social media messages are scheduled on the County Conversation Facebook and Twitter account. The account also shares/ retweets relevant organisational messages
- The ability to work in each other's buildings is now feasible owing to Crwydro (subject to security).
- There have not been any further joint approaches to community engagement since the development of the PSB well-being Plan.
- Partners are open to the idea of allowing staff from partner organisations to hot desk from their buildings. However this is taking place on a casual basis, or on an individual case by case basis.
- Most partners are not in a position to offer open access at this time – mainly due to space restrictions.

It was concluded that the level of progress made on communication to date was acceptable.

Members agreed the need to emphasis to members and the public that PSB meetings are public meetings and all are invited to attend.

Nicola Kneale (DCC) informed the committee that a workshop for Town, City and Community Councils was being proposed to highlight the work of PSB to date and establish how/where we can work together in the future.

**RESOLVED** that members receive and note the update.

## **11 FORWARD WORK PROGRAMME**

The PSBs Forward Work Programme (FWP) (previously circulated) was presented for consideration. Members confirmed the agenda and reports due at the next PSB meeting in December 2018.

- North Wales Growth Bid Update
- Work on the PSB Priorities
- Follow up from Regional PSB Board meetings and Part 9 Governance Board paper (Date to be confirmed)
- Conwy Council – Corporate Plan Update
- Development of Risk Register

**RESOLVED** that, the work programme be approved.

## **12 AOB**

A report on the Youth Resettlement Inspection was circulated to members for information.

The meeting concluded at 12:25 p.m.