

CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD

Minutes of a meeting of the Conwy and Denbighshire Public Services Board held in Elidir Room, Rhyl Community Fire Station, Coast Road, Rhyl on Thursday, 28 September 2017 at 1.30 pm.

PRESENT:

Bethan Jones (Chair) – Betsi Cadwaladr University Health Board
Sian Beck – North Wales Police
Iwan Davies – Conwy County Borough Council
Councillor Gareth Jones – Conwy County Borough Council
Mohammed Mehmet – Denbighshire County Council
Sioned Rees – Welsh Government
Simon Smith – North Wales Fire & Rescue
Helen Wilkinson – Denbighshire Voluntary Services Council
Sian Williams – Natural Resources Wales

OFFICERS:

Hannah Edwards – Public Services Board Development Officer (Conwy CBC)
Nicola Kneale – Strategic Planning Manager (Denbighshire CC)
Fran Lewis – Corporate Performance and Improvement Manager (Conwy CBC)
Shân Morris – Corporate Planning Manager (NW Fire & Rescue Service)
Megan Vickery – Engagement Officer (Central, BCUHB)

IN ATTENDANCE:

Steve Price – Democratic Services Manager (Denbighshire CC)
Sharon Walker – Committee Administrator (Denbighshire CC)

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Hugh Evans (Denbighshire County Council), Andy Jones (National Probation Service), Wendy Jones (Community and Voluntary Support Conwy), Rebecca Masters (Public Health Wales) and Dr Evan Moore (Betsi Cadwaladr University Health Board).

2 MINUTES OF LAST MEETING

The minutes of the Conwy and Denbighshire Public Services Board (PSB) held on 26 July 2017 were presented for approval.

Minute 12 – the PSB Development Officer (Hannah Edwards) confirmed that information being sought from the Welsh Government on the duties under the Transport Act would be in relation to the need to improve access to efficient and affordable transport options.

Sian Williams (Natural Resources Wales) confirmed a Stakeholder Workshop would take place in Bangor in October 2017 - details to be circulated to Members.

RESOLVED that the minutes of the Conwy and Denbighshire PSB held on 26 July 2017 be approved.

3 MATTERS ARISING

The PSB Development Officer (Hannah Edwards) confirmed she had written to the invited Partners and she contacted both the Probation and Crime Commissioner but was yet to receive a response.

Sioned Rees (Welsh Government) confirmed she will present a report on the Effect of Brexit on EU Funding at the meeting being held on 30 November 2017.

The Chair expressed her gratitude to the administrator for capturing the details of the meeting as it had been a very long session.

4 PSB REPORT TEMPLATE - PUBLIC INTEREST TEST

The Public Services Board Development Officer (Hannah Edwards) advised Members of the amended Local Authority public interest test form which could be utilised for the PSB in the future.

Discussion took place and it was confirmed that Denbighshire County Council have developed a Well-being Impact Assessment template which the PSB could utilise as a basis to form their own template.

The question of future venues which could also accommodate members of the public was raised. The PSB Development Officer confirmed she would enquire as to available venues for future meetings.

RESOLVED

- (i) *That the PSB Public Interest Test be approved.*
- (ii) *That future meetings of the Public Services Board be made public.*
- (iii) *That the PSB agenda and papers be published on the Conwy and Denbighshire website in advance of the meeting.*

5 DRAFT WELL-BEING PLAN

The Chair introduced the Draft Well-being Plan report to obtain approval for consultation.

Under the Well-being of Future Generations (Wales) Act 2015, the Public Services Board (PSB) was required to prepare and publish a Well-being Plan, which set out its local objectives and the steps to meet them.

The Plan submitted to PSB was a first draft to gauge opinions and suggestions on the document.

During discussions, the PSB Members suggested:

- more graphics and basic descriptions to be used rather than statements which were too technical for the public.

- the plan needs to be high level and reference removed to specific outcomes and actions
- that each priority be broken down into three categories - a description of the current situation, what would happen if nothing was done and the PSB's ambition for the future.
- priorities contained within the Plan would need to be aligned with the corporate plans of partner organisations.
- the Plan needs to focus on the long term and the impact of what our communities could look like in the future.

The role of the Part 9 Board was raised in an attempt to avoid potential duplication of work. It was suggested to respond to the North Wales Population Assessment and Regional Plan consultation.

It was agreed to keep all the draft priorities within the Plan for the consultation. It was stated that cross referencing would take place if a separate body was delivering on the same priority as the PSB, but the PSB would take an overview.

It was confirmed that a redraft of the Plan would take place following the suggestions put forward during the meeting and a meeting would be arranged to go through the Plan with members in attendance (if available to attend).

Officers would go back to reference groups during the consultation period.

(b) PRIORITY LEADS

It was agreed to agenda the item when the Plan was out for consultation.

RESOLVED

- (i) *That the Well-being Plan is redrafted for consultation*
- (ii) *That the proposed consultation questions are approved*
- (iii) *That a graphic designed summary version of the Well-being Plan be commissioned for the consultation*

6 GOVERNANCE ARRANGEMENTS FOR WELL-BEING PLAN

The Chief Executive of Denbighshire County Council introduced a verbal presentation on the Governance Arrangements for the Well-being Plan.

Given there was a single plan, it raised questions of what were the governance arrangements for it and who would be taking ownership. One suggestion was that the PSB could take ownership or, alternatively, officers could take the priority lead with PSB being responsible overall.

It was confirmed that if PSB were to be the governing body it would assist from organisations perspectives. Actions could then be taken out of PSB.

There had been nothing within the Act which would stop a sub-group taking place within PSB and it would be an opportunity to look at a different approach.

Everyone agreed it would prove advantageous to present to all elected Members an explanation of what the PSB was and how it worked. It would be about focusing on communities rather than organisations. There would be no advantage in creating more bureaucracy but the intention would be to show Members the real purpose of the PSB.

Partnership processes which a number of organisations worked with would be assessed, and as a consequence of the debate, at the next meeting to be held in November, the respective corporate priorities of PSB members would be presented to understand the alignment between various organisations. The Board would look how to influence and support each other.

The Chief Executive of Denbighshire County Council confirmed he would close down the Denbighshire Strategic Partnership and volunteered to present the Corporate Plan for 2017-2022 at the next meeting of PSB.

The North Wales Police confirmed to also present their Corporate Plan at the next meeting of PSB.

The presentation of Corporate Plans at PSB meetings would be a rolling progress.

RESOLVED

- (i) *That the PSB agree to meet with Members to provide a full explanation of the role of the PSB.*
- (ii) *For each PSB partner to present their respective Corporate Plans at future PSB meetings as part of a rolling programme.*

7 PSB SCRUTINY ARRANGEMENTS

The Democratic Services Manager, Denbighshire County Council, presented the future Scrutiny arrangements of the Public Services Board (PSB) report.

The Scrutiny Officer in Conwy County Borough Council had been consulted regarding the report and had approved the contents.

Section 35 of the Well-being of Future Generations (Wales) Act 2015 required that a Local Government Scrutiny Committee was designated to scrutinise the work of the (PSB) for that area. The intention was to place responsibility for challenge and accountability locally rather than on Welsh Ministers.

At the PSB meeting held in September 2016, it was advised that the Welsh Government (WG) had commissioned Public Governance Wales to undertake a research project and develop a guidance on the scrutiny of PSBs. The Guidance, published in August 2017, detailed the strategic function and purpose of PSB scrutiny. It also outlined different approaches adopted across Wales for the scrutiny of PSBs.

With a view to ensuring that the statutory duties relating to the publication of the PSB's Well-being Plan were met, both Local Authorities' designated Scrutiny Committees had already scheduled consideration of the draft Well-being Plan into

their committee's work programmes for November 2017 meetings. This would ensure that both councils' committees would have sufficient time to consider options for the future scrutiny of the PSB and make suitable provisions to properly establish their preferred arrangements.

The following was discussed:

- Each Local Authority was to make a decision as to how to scrutinise and whether to have a joint scrutiny.
- It would be the decision of the Local Authorities as to whether other bodies or members may be co-opted on to the Scrutiny Committee for PSB.
- Because of the time scales involved and needing to get the Plan out for public consultation, the separate Scrutiny Committees would be retained but the PSB's preferred future option would be to have a joint Scrutiny Committee.
- The scrutiny of the PSB would be put before each Local Authority Members for their views and the feedback would be brought back to a future PSB meeting.
- PSB Board Members agreed a Protocol be put in place, similar to the one currently used by Wrexham County Council, to lay out systems.

RESOLVED that the PSB provide observations on its preferred scrutiny arrangements to Conwy and Denbighshire councils' designated PSB Scrutiny Committees.

8 FUTURE GENERATIONS COMMISSIONERS REPORT

The Strategic Planning Manager, Denbighshire County Council, introduced the National report from the FG Commissioner.

The FG Commissioner had reviewed all national Well-being Assessments and produced a Wales-wide report that was "intended to help PSB Members, teams and the public service more broadly to focus on the key things that needed to change and to build on collective learning so far.

The report contained 17 recommendations across three themes.

It was explained that scrutiny guidance gave the framework of questions to keep them high level. There was a need to respond to recommendations specific to Conwy and Denbighshire.

It was agreed to use specifically Conwy and Denbighshire feedback from the FG Commissioner to shape reference groups.

RESOLVED that:

- *With a number of recommendations to consider across the three topics, it was suggested that each topic was placed on the PSB's Forward Work Programme for thorough consideration at future meetings,*
- *At future meetings, the recommendations could be discussed in workshop format, considering the following questions for each:*
 - *Does the Conwy/Denbighshire PSB agree with the recommendation?*

- *If so, how should things look in the future?*
- *What steps need to be taken to achieve the future vision, who should be involved and when?*
- *Do the resources exist for the PSB to call on?*

9 FORWARD WORK PROGRAMME

The Forward Work Programme was presented and the following additions were noted:

30 November 2017

- Sioned Rees (Welsh Government) to present a report on the effect of Brexit on EU Funding
- Presentation of Corporate Plans from North Wales Police and Denbighshire County Council
- Initial feedbacks from workshops and confirmation of Well-being Plan timetable.

10 ANY OTHER BUSINESS

PSB Development Officer informed Members of the Board there is a First 1000 Days Collaborative Workshop taking place on 13 December 2017 in Cardiff – details will be circulated.

The meeting concluded at 3.45 p.m.