



## Conwy & Denbighshire PSB – Draft Action Plan responding to Review of Public Services Boards

Recommendations	Agreed	Responsibility	Action(s) to be taken	Implementation Date
<b>R1a.</b> We recommend that PSBs conduct formal assessments to identify the potential impact on people with protected characteristics and the Welsh language and review agreed actions to ensure any adverse impacts are addressed;	The Board have completed an impact assessment as part of the development of the well-being plan (this was undertaken by Denbighshire Council on behalf of the Board). It outlines the impacts against the national well-being goals (including equality and Welsh language).	Conwy and Denbighshire PSB.	Undertake a light touch review of the equality impact assessment.	January/February 2020.  (Table for the March 2020 meeting??)
<b>R1b.</b> We recommend that PSBs improve transparency and accountability by making PSB meetings, agendas, papers and minutes accessible and available to the public;	<p>The Conwy and Denbighshire PSB meetings have been open to the public to observe since December 2017 (with the Board decision made in September 2017).</p> <p>Meeting <a href="#">minutes</a> have been available on the PSB website since the establishment of the PSB (in April 2016). PSB <a href="#">agendas</a> have been published prior to the meeting since June 2017 (they are available on the PSB's website as well as the each LAs committee pages).</p>	Conwy and Denbighshire PSB.	Continue to publicise the meetings and ensure the agenda and minutes are available on the PSB website.	Ongoing.
<b>R1c.</b> We recommend that PSB's strengthen involvement by working to	The Board have outlined their engagement	Conwy and Denbighshire PSB.	The Board to formally endorse the National	January/February 2020.

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the guidance in the National Principles for Public Engagement in Wales;	<p>commitment within their Terms of Reference. See appendix 1.</p> <p>Most Members have endorsed the National Principles for Public Engagement (however as individual organisations rather than a Board). The engagement work which has been undertaken to date has followed the principles.</p>		<p>Principles for Public Engagement.</p> <p>Publish the PSB ToR on the website.</p>	March 2020
<b>R1d.</b> We recommend that PSBs feedback the outcome of involvement activity identifying where changes are made as a result of the input of citizens and stakeholders.	The Board provide feedback following any involvement activity undertaken. The Board have also developed a communication plan which outlines the PSBs communication and engagement objectives. See appendix 2	Conwy and Denbighshire PSB.	Continue to update and review the communication plan as necessary.	Ongoing.
<b>R2.</b> To improve scrutiny we recommend that PSBs and public bodies use the findings of the Auditor General for Wales' Discussion Paper: Six themes to help make scrutiny 'Fit for the Future' to review their current performance and identify where they need to strengthen oversight arrangements and activity	<p>A joint Conwy and Denbighshire PSB scrutiny committee was established in May 2019. It comprises of 8 elected members from both Conwy and Denbighshire (with cross-party representation).</p> <p>Training was undertaken before the establishment of</p>	Conwy and Denbighshire PSB scrutiny committee.	Propose to the PSB scrutiny committee that they consider the discussion paper & use it as part of any future training (if not done so already).	January/February 2020.

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	<p>the committee to prepare Members for the role. The WAO discussion paper has been shared with the committee.</p> <p>Recommendations / feedback from the committee are taken to the PSB for consideration. Processes will be strengthened as scrutiny becomes more established.</p> <p>PSB scrutiny committee members also attend the Board (as observers) to better understand the decisions of the Board as part of their role.</p>			
<p><b>2b.</b> We recommend that PSBs ensure scrutiny committees have adequate engagement with a wider range of relevant stakeholders who can help hold PSBs to account.</p>	<p>It is the joint PSB's scrutiny decision as to who they want to engage with and invite to participate on the committee. The PSB can only make proposals.</p> <p>The Joint Scrutiny has discussed co-option at its first training event, where it was agreed this would be reviewed once the Joint Scrutiny Committee was more established and</p>	<p>Conwy and Denbighshire PSB scrutiny committee.</p>	<p>Propose to the PSB scrutiny committee that they consider inviting co-optees onto the committee.</p>	<p>January/February 2020.</p>

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	<p>perhaps call on 'expert witnesses' if required.</p> <p>There are also existing mechanisms in both councils which encourage public engagement, such as e-petitions, webcasting, tabling a question, public meetings etc.</p>			
<b>3a.</b> To help build capacity, consistency and resourcing of activity we recommend that: PSBs take the opportunity to discharge other plan and strategy obligations through the Local Wellbeing Plan;	<b>For Board to consider...</b>			
<b>3b. To help build capacity, consistency and resourcing of activity we recommend that</b> the Welsh Government enables PSBs to develop flexible models of working including: – merging, reducing and integrating their work with other forums such as Regional Partnership Boards; and – giving PSBs flexibility to receive, manage and spend grant monies subject to PSBs ensuring they have adequate safeguards and appropriate systems in place for management of funding; effective budget and grant programme controls; and public reporting, scrutiny and oversight systems to manage expenditure		Welsh Government to respond		
<b>R4. To help build capacity, consistency and resourcing of activity we</b>		Welsh Government and WLGA to respond		

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recommend that the WG and WLGA in their review of Strategic Partnerships take account of and explore the findings of this review				