

# Conwy and Denbighshire Public Services Board

## Action Tracker



Meeting		Action	Action Owner	Progress Update	Deadline	Status Open / Closed / Not started
July 2022	3	Schedule informal networking sessions for the Board.	PSB support officers	Complete – Both formal and informal meetings will for 23/24 have been scheduled.	December 22	Open
Sept 2022	1	Inform Dr Rachel of the community areas chosen for the community narrative project, and set up meeting to discuss.	Hannah Edwards	<b>November progress</b> – meeting held with Dr Rachel to inform of community areas and discuss engagement focus. She is forming working group with officers from Conwy and Denbighshire who work with these communities. <b>March progress</b> – work progressing with the community areas and Glyndwr University Masters students who will be leading on the project.	March 2023	Ongoing
Nov 2022	1	Statutory partner organisations to seek approval of the plan from their executive boards (before formal PSB approval in March).	All statutory partners	Complete – to be discussed at the March meeting.	March 2023	Closed
	2	Make the draft well-being plan available on the PSB's website for a final 'sense-check' and invite stakeholders to get in touch if they want to be involved in or provide feedback on any aspect of the Plan.	Hannah Edwards	Complete	March 2023	Closed
	3	Update the risk register and amend PSB risk 6 (recruitment & retention).	Amanda Jones	Complete	March 2023	Closed
January 2023 - workshop	1	Explore better alignment with other regional partnership and inviting other partners to get involved in the PSBs work (such as Citizen Advice, National Trust and Snowdonia National Park)	Justin Hanson, Cllr Carol Marubi, Nicola Kneale and Cllr Charlie McCoubrey	In progress – PSB membership to be discussed at the March 2023 meeting as part of reviewing the ToR.	March 2023	Open