

CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD

Minutes of a meeting of the Conwy and Denbighshire Public Services Board held in by video conference on Wednesday, 30 November 2022 at 2.00 pm.

PRESENT

Present:

Councillor Jason McLellan	Denbighshire County Council
Councillor Goronwy Edwards	Conwy County Borough Council
Martin Cox	Natural Resources Wales
Mark Hughes	Natural Resources Wales
Helen McArthur	North Wales Fire and Rescue Service
Louise Woodfine	Betsi Cadwaladr University Health Board (Public Health)
Emma Lea	Betsi Cadwaladr University Health Board (attending in place of Libby Ryan-Davies)
Jan Smith	Conwy Voluntary Support Conwy (CVSC)
Tom Barham	Denbighshire Voluntary Services Council (DVSC)
Jeff Moses	North Wales Police
Vicky Poole	Welsh Government

Officers:

Amanda Jones	Conwy County Borough Council
Hannah Edwards	Conwy County Borough Council
Fran Lewis	Conwy County Borough Council
Iolo McGregor	Denbighshire County Council
Shannon Richardson	Denbighshire County Council
Stephanie Jones (Host)	Denbighshire County Council
Rhodri Tomos-Jones	Denbighshire County Council
Helen Miliband	Natural Resources Wales
Iona Hughes	Natural Resources Wales
Mike Corcoran	Co-Production Network for Wales

ALSO PRESENT

Observer – Councillor Gareth Sandilands (Denbighshire County Council)

1 WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from –

- Councillor Charlie McCoubrey - Conwy County Borough Council
- Rhun ap Iarll - Conwy County Borough Council

- Owain Llywelyn – North Wales Police
- Libby Ryan Davies – Betsi Cadwaladr University Health Board
- Graham Boase – Denbighshire County Council

The chair for the PSB thanked the previous Chief Executive of Conwy County Borough Council, Iwan Davies for all the hard work and dedication during his time on the PSB.

2 MINUTES OF LAST MEETING

The minutes of the Conwy and Denbighshire Public Services Board meeting held on 26 September 2022 were submitted.

Matters of accuracy –

- Louise Woodfine highlighted an error on page 3; she represented Public Health Wales and not Natural Resources Wales.

RESOLVED that the minutes of the meeting held on 26 September 2022 be received and approved as a correct record.

3 MEETING ACTION TRACKER

The Chair, Councillor Jason McLellan, presented the meeting Action Tracker. The board were happy with the actions; they were informed that the informal networking session in 2023 would be scheduled as an in-person meeting.

4 WELL-BEING PLAN - APPROVAL OF DRAFT PLAN

The Strategic Planning and Performance Team Leader, Denbighshire County Council, Iolo McGregor, introduced the Conwy and Denbighshire PSB Well-being Plan, 2023 to 2028.

The chair thanked all the external bodies for the assistance with the feedback from the board regarding the Well-being plan.

The public consultation on the draft Well-being Plan was launched on August 17 and ran until November 9. Simultaneously the 14-week period, during which the Well-being of Future Generations Commissioner must provide feedback on our draft plan, was triggered.

Work has been ongoing during the consultation period to further develop the detail included within the Plan. This was based from the feedback and intelligence received, including responses from the Well-being of Future Generations Commissioners office and partners such as Natural Resource Wales.

How we would work –

The PSB needed to be set up right from the very start of this Well-being Plan to ensure that it delivers the right benefits for our communities most effectively and

efficiently. In the undertaking of all our activities, the Public Services Board will work collectively in its partnership role to:

- Leadership
- Co-production
- Fairness
- Informed decision making

The next stage is to seek, pending any amendments, approval of a final version to enable partner organisations to give their ratification between December and March and before adoption by the PSB on March 23. Conwy had already progressed with discussions with their senior team.

The board discussed the following further –

- Martin Cox (NRW) – Firstly thanked the officers for all the work and engagement which was carried out; he agreed that having the plan on the website was beneficial; as a statutory board member, he highlighted that there might be further comments from NRW following a board meeting on the 12th December 2022.
- The resource required to complete the work was raised, and whether in the current climate the plan could be carried out; officers clarified that the introduction to the plan highlights what can be done in the current climate, the plan would need to be done with what the partners could give.
- Officers raised the need for the PSB members to drive the project; there was a risk which could occur that officers would push the plan but need support from the PSB members.
- The board agreed that the financial times could push the board to make the plan work better; with the plan, we have been grappling with financial woes; as a collective, what impact can we have towards a positive change.

Resolved that –

- (i) The PSB considered and took note of the feedback from the consultation as well as the content of the draft report alongside the well-being impact assessment.***
- (ii) Following the discussion and points raised that the PSB approved the draft well-being plan for ratification by individual organisations between now and March 2023.***
- (iii) The PSB agrees that the draft plan was made 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.***

5 REVIEW OF PSB RISK REGISTER

Amanda Jones presented – the report asking PSB to review the Conwy and Denbighshire PSB risk register and the risks PSB is facing.

The amount of staff available was a risk which has been added.

The PSB Risk Register is developed and owned by PSB. It is formally reviewed once per year, as outlined in Terms of Reference. The last review was undertaken in December 2020. During this latest review, there have been a small number of updates; in summary:

- The inclusion of an additional column to identify future mitigating actions to encourage long-term thinking and prevention.
- PSB 2: The risk that partner organisations are not committed to the board. Included three additional mitigating actions:
 - PSB members have agreed to set up informal meetings to discuss
 - Upcoming agendas, building relationships and networking.
 - Joint Scrutiny Committee was established to evaluate the effectiveness of the PSB.
- Representatives from the PSB's invited participant list have been co-opted onto the Joint Scrutiny Committee to assist in evaluating the effectiveness of the PSB.

PSB 3: The risk that the PSB fails to maximise the potential impact it can achieve through a collaborative approach. Included three additional mitigating actions:

- Support from the co-production network to ensure we successfully collaborate.
- Joint Scrutiny Committee was established to evaluate the effectiveness of the PSB.
- Representatives from the PSB's invited participant list have been co-opted onto the Joint Scrutiny Committee to assist in evaluating the effectiveness of the PSB.

One new risk has been identified. PSB 6: The risk that recruitment and retention issues, leading to a loss of expertise and capacity, worsen, resulting in poor or inadequate services. No risks have been removed.

The board discussed the following further –

- The board welcomed the addition of risk 6, but it was suggested the risk's wording could be broader to highlight that recruitment and retention could impact the work which could be carried out.
- It was raised that a shared approach attracts people to come work for local governments and other regional bodies.
- Officers stated that the PSB's Well-being plan and risk register were taken into account whilst Denbighshire created its new Well-being plan; it would be beneficial for other partnership bodies to refer to the PSB well-being plan and risk register.

RESOLVED that –

- (i) The PSB consider the risk, scores and mitigating actions within the risk register.**

(ii) The PSB agreed to no new risks other than capacity but amends the wording to reflect it's an issue across all partners of the PSB

6 UPDATE FROM PSB JOINT SCRUTINY COMMITTEE

Councillor John Roberts lead members through the minutes of the previous Joint Scrutiny committee.

The scrutiny group supported the Draft Well-being Plan, legal aid was raised, and Iolo and the officers referred the question to the probation team to pursue the question. The remit was challenging for the board to work on and engage on as private companies previously carried it out. The chair was happy to discuss the matter with Councillor in question.

RESOLVED that the PSB note the PSB Joint Scrutiny Committee update.

7 FORWARD WORK PROGRAMME

A copy of the Public Services Board forward work programme was presented.

- The committee discussed the nature of the informal session and whether they would be meeting in person or virtually, and the committee agreed to have the meeting in person.
- The committee agreed that during the informal meeting in January that there would be further discussions on how the PSB could deliver the Conwy and Denbighshire PSB Well-being Plan.

RESOLVED that the forward work programme be approved.

THE MEETING CONCLUDED AT 15:05pm