

## **CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD**

Minutes of a meeting of the Conwy and Denbighshire Public Services Board held in COUNCIL CHAMBER, RUSSELL HOUSE, CHURTON ROAD RHYL LL18 3DP on Tuesday, 19 June 2018 at 2.30 pm.

### **PRESENT**

Bethan Jones (Chair) – Betsi Cadwaladr University Health Board  
Councillor Gareth Jones – Conwy County Borough Council  
Councillor 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  
Teresa Owen – Betsi Cadwaladr University Health Board (Public Health Wales representative)  
Helen Wilkinson – Denbighshire Voluntary Services Council  
Superintendent Siân Beck – North Wales Police  
Sioned Rees – Welsh Government Representative  
Wendy Jones – Community and Voluntary Support Conwy  
Shân Morris – Assistant Chief Officer (NW Fire & Rescue Service)

### **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)  
Megan Vickery – Engagement Officer (Central BCUHB)  
Steve Price – Democratic Services Manager (Denbighshire CC)  
Stephanie Jones – Committee Administrator (Denbighshire CC)

### **OBSERVERS**

Councillor Meirick Lloyd Davies (Denbighshire CC)  
Bethan Beech (Natural Resources Wales)

The Chair welcomed everyone to the meeting and conveyed a special welcome to Judith Greenhalgh, Chief Executive of Denbighshire to her first meeting of the Public Service Board.

### **1 APOLOGIES FOR ABSENCE**

Andy Jones- National Probation Service  
Gary Doherty- Betsi Cadwaladr University Health Board  
Simon Smith – North Wales Fire and Rescue Service  
Stephen Hughes – Office of the North Wales Police and Crime Commissioner

## **2 MINUTES OF LAST MEETING**

The minutes of the Conwy and Denbighshire Public Service Board meeting held on 16 April 2018 were submitted –

### **Matters arising –**

Page 5 – Attendance – Teresa Owen was present at the meeting in the role of Executive Director of Public Health for Betsi Cadwaladr University Health Board.

Page 9 – Relationship between PSBs and North Wales Regional Partnership board – The Chair confirmed that an agenda item had been scheduled at the meeting to discuss in detail.

***RESOLVED** that the minutes of the meeting held on 16 April 2018 be received and approved as a correct record.*

## **3 MATTERS ARISING**

### **(a) Welsh Assembly – PSB inquiry**

The response from Conwy and Denbighshire PSB (previously circulated) to the Equality, Local Government and Communities Committee was presented. The Chair confirmed a meeting had taken place to discuss the issues raised. Numerous representatives of various PSBs had been in attendance. It was asked of PSBs to examine key aspects of each PSB including resources available, sustainability of PSB and the complexity around PSB. The findings of these questions asked would be fed back.

### **(b) Partnership Governance of ACE programme**

Background information on the ACE programme was provided along with the partnership governance proposals for the programme. One of the proposals was for PSBs to provide governance of the regional programme. However at a recent Cross Sector CEO meeting it was requested that further options for the regional governance arrangements be looked at, including the Children's Transformation Group and the Safer Communities Board, together with the Cross Sector CEO Group itself having a role. There was recognition that PSBs were not the most suitable mechanism to provide regional governance for the programme.

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

## **4 CONWY AND DENBIGHSHIRE VOLUNTARY SERVICE - SUPPORTING COMMUNITY EMPOWERMENT**

Wendy Jones, Community and Voluntary Support Conwy (CVSC), delivered a power point presentation on supporting community empowerment.

Members were advised on the role of CVSC and the services provided. Details were also provided to the funding the registered charity obtained from Welsh

Government and funding which included support from third sector services. Encouragement and guidance was key to the work carried out by the service.

From the presentation it was established that a training programme had been constructed to encourage the development of individuals and share experience and knowledge. Support had been given to learners to empower them to take learnings and support other individuals. Joint working with Llandrillo had taken place with an excellent pass rate.

Information and advice had been given regarding funding with surgery groups held to encourage potential projects and funders to meet and provide feedback. A large number of project proposals had been successful in obtaining funding. The surgeries had been received well from both volunteers and organisations. Also it was confirmed that a new grant finder portal will be launched later this year.

It was shared with members that representatives from the CVSC sat on over 70 different boards and groups to share practices and offer support. At times this had been problematic as meetings had clashed. Overall work completed by CVSC had been positive.

The Chair thanked the CVSC representative for her detailed presentation to members. She raised a concern over the number of meetings that they have to attend, asking if there was any support the PSB could offer. In response to the Chair, Wendy Jones confirmed the main issue was resourcing and supporting partnership work. To ease the pressure, additional resources and funding for more officer time would be the most positive support. Due to the amount of meeting invites received representatives had to decline attendance due to prioritising of work.

Helen Wilkinson, Denbighshire Voluntary Services Council (DVSC), presented the work undertaken by the organisation. Members were informed of the recent changes to DVSC including, a new team structure, new logo and a refreshed website launched in 2018. The priority of the DVSC had been to provide excellent support and information to volunteers. Engaging with the public was hoped from the improved social media coverage. It was explained like Conwy, DVSC is a 3<sup>rd</sup> sector support service that received funding from Welsh Government and partnership arrangements.

It had been observed that a number of changes had taken place with DVSC, with the team, learning and developing the service consistently to achieve a positive service to organisations and volunteers. Promotion of the service and engagement had been established.

The Chair thanked the DVSC for the presentation and was pleased to see work had progressed in a positive manner. Close work with the Voluntary councils of both Conwy and Denbighshire and the PSB was needed to support and promote the service through other organisations. Exploration around the structure of the voluntary process and how PSB could support would be beneficial.

The Chair asked both representatives how they felt PSB could aid and support the voluntary service. If they could discuss together and bring back a report to the next scheduled meeting for members to discuss and address issues and concerns.

**RESOLVED** that the presentations and information be received and noted. An update report as requested above to be presented at the September PSB meeting.

## **5 PROGRESS UPDATE ON PRIORITIES**

An update on progress with priorities was provided as follows –

### **(a) People – Mental Well-being**

Siân Williams, NRW informed the committee that the Sub-Group had recently met. At the meeting it was agreed that North Wales had in place an established mental health strategy. This strategy would form the basis for the Sub-Group to allow discussions on what provision PSB could offer the mental health strategy. The Sub-Group had begun the organising of a workshop due later in the year, to discuss the strategy. It was confirmed an update would be reported at the next meeting. Members asked that the minutes of the recent Sub-Group be circulated upon completion.

### **(b) Community – Community Empowerment**

Judith Greenhalgh, DCC reported that a workshop had been arranged for the following week. The strategic Planning Manager and her team had arranged the meeting to discuss the priorities and strategies of the Sub-Group. A report would be submitted to the PSB committee in September to update members on the outcome of the workshop.

### **(c) Place – Environment Resilience**

Confirmation from Teresa Owen, BCUHB Public Health, that a workshop has been scheduled for 18 July to develop a detailed action plan for the priority. The workshop will focus on collaborative solutions and next steps around these areas -

- Developing a Common Environment Policy Statement
- Developing Actions for Environmental Resilience in Conwy and Denbighshire
- Developing the PSB as an influencer

A report would be submitted to the PSB committee in September to update members on the outcome of the workshop.

**RESOLVED** that the progress with priorities be noted and a further update be provided for the September meeting.

## 6 PSB SCRUTINY ARRANGEMENTS - UPDATE ON PROPOSALS

A report was submitted (previously circulated) providing members with the local authorities' response to the proposal to establish a joint Scrutiny Committee, and to the draft terms of reference.

Steve Price, Democratic Service Manager, Denbighshire County Council guided members through the report, providing members with an overview of the work that had been conducted to date. He confirmed at the September 2017 PSB meeting, members preferred arrangement would be to develop a formal joint scrutiny committee and requested that views were sought from each authorities designated committee. The report had contained the response from both local authorities to the request.

The proposal had been presented to both authorities along with the draft Terms of Reference Rules and Procedures (appendix 2) for comments. Confirmation was given that both authorities scrutiny co-ordinating groups had received the report and had to date agreed the proposal in principle. The proposal report and appendices would be presented to both authorities designated Scrutiny Committee's for consideration during the summer 2018. Subsequently the report will be submitted to the Democratic Services Committee for approval before going to full Council for formal approval in October of this year.

Sioned Rees, Welsh Government Representative suggested the inclusion of the '5 ways of working' to the draft Terms of Reference. Confirmation that the appendices included were in draft form and the inclusion or omission of work was welcomed for discussion.

The Chair thanked all involved in the communication between authorities and welcomed the proposal for a joint scrutiny to challenge the work of the PSB.

***RESOLVED*** that, subject to members' comments, the report on PSB Scrutiny arrangements be received and noted.

## EXCLUSION OF PRESS AND PUBLIC

***RESOLVED***, that the Press and Public be excluded from the meeting for the following items of business on the grounds that it involved the likely disclosure of exempt information.

## 7 REGIONAL PARTNERSHIP BOARD

[It was agreed by the Chair at this junction to combine agenda item 7 and 8 to discuss as one agenda item]

The Chair introduced the confidential report, explaining to members that the report had been to the previous PSB meeting.

Members discussed the importance of working together coherently to ensure work is not duplicated by numerous bodies across authorities. Numerous partnerships work locally to complete tasks and roles, a coherent approach to streamline and simplify partnerships needed to be adopted.

Regional arrangements and local arrangements need to look at the most effective way of working in partnership. The response provided by PSB to the Regional Leadership Board was imperative to state the opinion of the PSB. It was agreed that strong leadership, a robust agenda that debated the needs identified was required. Members supported better links to collaborative working, but given the different legislation governing the work of both Boards the PSB would be unable to meet their statutory obligations if it worked to the principle as proposed. Communication was seen as imperative between the PSB and RPB to debate issues and findings.

It was suggested that the Integrated Services Board would be the most suitable mechanism to support delivery of the Part 9 Board locally.

The Chair stated that further communication was needed with both Chief Executives and representatives from the Voluntary Services to discuss how to move forward in a way that would benefit all, still meeting all required statutory obligations.

***RESOLVED*** that the Chair, communicate with the Chief Executive of Conwy and Denbighshire along with representatives from the Voluntary Services from both authorities to discuss further discussions with regards to the Regional Partnership Board and bring an update report to members later in the year.

## **8 LOCAL PARTNERSHIP STRUCTURES IN CONWY AND DENBIGHSHIRE**

The Chair guided members through the Local Partnership Structure report (previously circulated). The information provided had strong links to the previous agenda and highlighted the complexity of the numerous partnership organisations that work across the local authorities. It was discussed duplication of work, streamlining work to allow authorities to work coherently with each other and share best practice. Further clarification was sought to distinguish responsibility.

***RESOLVED*** that members receive the report and note its contents.

At this junction (16:25 p.m.) there was a 10 minute comfort break.

The meeting reconvened at 16:35 p.m.

## **9 FUNDING OPPORTUNITIES**

The Chair introduced the confidential report (previously circulated) on available funding sources available to Public Services. She asked that representatives take time to read the report thoroughly.

The Chair felt further consultations with PSB members regarding the allocation of core government funding would promote priorities of both the PSB and individual public services. It was felt that discussions with Welsh Government around the restrictions faced by PSB would be of benefit. Members discussed the importance of assessing needs in line with the allocation of funding.

Judith Greenhalgh, DCC highlighted the importance of the allocation of money. Funds can often be allocated for specific services, with monies already embedded in current work.

***RESOLVED*** that the confidential report be noted and a discussion to Welsh Government on the restrictions in place regarding allocation of funding be established.

## **10 LEADERSHIP RISKS, CHALLENGES AND OPPORTUNITIES**

The Chair opened the confidential discussion to allow members to share and issues or pressures they had experienced. The opportunity to share best practices and support other public services was given.

Sian Williams, Natural Resource Wales, informed members that a new Chief Executive had been appointed and they had shown a positive opinion to partnership working.

The introduction of new legislation had created extra work load with the addition to provide area statements. Work had begun to complete all required assessments. It was the intention, upon completion of the assessments that the findings be shared between services. It was explained to members as it was still at the early stages, no outcomes had been observed. Sian Williams stated she would update the committee once outcomes had been received.

Sioned Rees, Welsh Government Representative agreed that sharing of information and resources was valuable. Sharing lessons learnt would prevent duplication and empower services. Secondments between services would be beneficial, co-location and hot desking were noted as other means of improving knowledge across organisations. The Chair asked that the proposal of secondments and training/workshops in this field be put forward at the next leadership meeting.

Iwan Davies CCBC, highlighted the potential challenge in the future of Specialist education. Communication between utilities and services had proven difficult as not having lead contacts in the field. The Chair encouraged members to communicate any potential contact opportunities and share contact information to one another.

Members discussed the Health board. It was agreed that improvement of public perception was imperative to obtain positive engagement with its users. Work had been done to better the service provided. It was important to make the public aware of the positive working that had happened including work to departments.

The Chair gave background information to the reasons behind the closure of the upstairs facilities at Denbigh Infirmary. She confirmed that communication was

ongoing into the future of the establishment. Further updates would be provided to the committee in the future.

**RESOLVED** that –

- (a) the verbal update of the risks, challenges and opportunities be received and noted;*
- (b) an update be provided to the board from Sian Williams following the outcomes of the area statements;*
- (c) secondments and shared learning be put forward at the next leadership meeting;*
- (d) members communicate any contact information between services, and*
- (e) an update on the Denbigh Infirmary be provided once consultation had concluded.*

**OPEN SESSION**

Upon completion of the above business the meeting resumed in open session.

**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 September 2018.

- An update report from Conwy and Denbighshire Voluntary Service - How PSB can aid and support
- An update to the priorities
- Embedding the PSB priorities / work into member organisations
- Review of PSB members
- North Wales Growth Bid Update
- To follow up PSB and Regional Partnership Board agenda.

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

**12 ANY OTHER BUSINESS**

None

The meeting concluded at 17:10 p.m.