

# Public Document Pack



To: Members of the Conwy and  
Denbighshire Public Services Board  
Joint Overview and Scrutiny  
Committee

Date: 10 October, 2024

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Dear Councillor

You are invited to attend a meeting of the **CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD JOINT OVERVIEW AND SCRUTINY COMMITTEE** to be held at **10.00 am** on **FRIDAY, 18 OCTOBER 2024** in the **COUNCIL CHAMBER, BODLONDEB, CONWY AND VIA VIDEO CONFERENCE**.

Yours sincerely

G. Williams  
Monitoring Officer

## AGENDA

1 **AGENDA PACK** (Pages 3 - 28)

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**Head of Law and Governance**

*Matt Georgiou, Solicitor*

**Address:** PO Box 1, CONWY, LL30 9GN

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Please ask for:

**Dawn Hughes**

 **01492 576061**

 [committees@conwy.gov.uk](mailto:committees@conwy.gov.uk)

Our Ref:

**MG/DCH**

Your Ref:

Date :

**10/10/2024**

**NOTICE OF MEETING**

**Conwy and Denbighshire Public Services Board Joint Overview and Scrutiny  
Committee**

**Multi-Location Meeting - Bodlondeb**

**Friday, 18 October 2024**

**10.00 am**

Matt Georgiou  
Head of Law and Governance

**To-**

**Councillors:**

Joan Butterfield  
Cheryl Carlisle (Chair)  
David Carr  
Kelly Clewett  
Pauline Edwards  
Alan Hughes  
Gareth Jones  
Paul Keddie

Bernice McLoughlin  
Terry Mendies  
Stephen Price  
Kay Redhead  
Cllr Arwel Roberts  
Austin Roberts  
John Roberts  
Gareth Sandilands (Vice-Chair)

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# AGENDA

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Note - In accordance with the provisions of the Local Government Act 1972, the Public and Press may be excluded from the meeting during consideration of items where exempt information is likely to be disclosed.

Reminder – You are welcome to use the Welsh language at this meeting. Simultaneous translation is available.

1. **Apologies for absence**

2. **Declarations of Interest: Code of Local Government Conduct**

Members are reminded that they must declare the **existence** and **nature** of their declared personal interests.

3. **Urgent matters**

Notice of items which, in the opinion of the Chairman, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act 1972.

4. **Minutes**

To approve and sign as a correct record minutes of the previous meeting.  
(Pages 3 - 7)

5. **Contribution of Public Services Board (PSB) partners to the work of the PSB and the benefits of the PSB to partners**

To discuss with the Chief Executive from North Wales Housing, their contribution and commitment to the work of the PSB and the benefits to the organisation of being an invited participant on the PSB

6. **Conwy and Denbighshire Public Services Board - Annual Report for 2023/2024** (Pages 8 - 14)

7. **Forward Work Programme** (Pages 15 - 16)

8. **Items for information**

- i) Minutes of the Public Services Board Meetings (Pages 17 - 22)
- ii) The Forward Work Programme of the Conwy and Denbighshire Public Services Board (Pages 23 - 26)

***Note: The Local Government Act 1972 does not allow an item of business to be considered at a meeting of a principal Council unless requisite advance notice has been given. Therefore, unless the item is considered to be urgent, consideration of any other business is not allowed***

<p><b>In the event of the fire alarm being activated, would all Members please vacate the premises through the nearest fire exit.</b></p>
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**CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD JOINT  
OVERVIEW AND SCRUTINY COMMITTEE**

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Friday, 20 October 2023 at 10.00 am  
Multi-Location Meeting - County Hall, Ruthin, Denbighshire County Council

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- Present: Councillor Stephen Price (Chair for this meeting only)
- Councillors (Virtual): David Carr, Pauline Edwards, Paul Keddie, Bernice McLoughlin, Terry Mendies, Angie O`Grady and Austin Roberts
- Officers: Hannah Edwards (Public Services Board Development Officer), Rhian Evans, Dawn Hughes (Scrutiny and Committee Services Officer), Jane Angharad Jones (Committee Services Officer), Amanda Jones (Corporate Performance and Improvement Manager) lola McGregor (Strategic Planning and Performance Team Leader) and Rhodri Tomos-Jones (Committee Administrator)
- Also in attendance: Councillor Jason McLellan and Mark Hughes - People and Places Team Leader - Natural Resources Wales (NRW)
- Absent: Councillors: Kelly Clewett, Alan Hughes, Kay Redhead and John Roberts

10. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Joan Butterfield, Cheryl Carlisle (Chair), Arwel Roberts and Gareth Sandilands (Vice-Chair).

As a consequence of receiving apologies from both the Chair and Vice-Chair, it was proposed and seconded that Councillor Stephen Price be appointed Chair for this meeting only.

**RESOLVED:**

**That Councillor Stephen Price be appointed Chair of the Conwy and Denbighshire Public Services Board Joint Overview and Scrutiny Committee for this meeting only.**

11. **DECLARATIONS OF INTEREST: CODE OF LOCAL GOVERNMENT CONDUCT**

None.

12. **URGENT MATTERS**

None.

13. **MINUTES**

The minutes of the previous meeting of the Conwy and Denbighshire Public Services Board Joint Overview and Scrutiny Committee held on 30 June 2023 were submitted for approval.

**RESOLVED**

**That the minutes of the Conwy and Denbighshire Public Services Board Joint Overview and Scrutiny Committee held on 30 June 2023 be approved and signed as a correct record.**

14. **CONTRIBUTION OF PUBLIC SERVICES BOARD (PSB) PARTNERS TO THE WORK OF THE PSB AND THE BENEFITS OF THE PSB TO PARTNERS**

Mr Mark Hughes (People and Places Team Leader - Natural Resources Wales (NRW)), provided an update on NRW's contribution and commitment to the work of the Conwy and Denbighshire Public Services Board (PSB) and the benefits to the organisation of being a member of the PSB.

Members were reminded that the Joint Committee could only scrutinise NRW in respect of their work and contribution on and to the PSB and not any issues wider than that.

Reference was made to the following:

- NRW had contributed significantly to the work of the PSB over recent years and valued the partnership.
- The strategic input from stakeholders had helped significantly in driving a collective action and understanding.
- From an NRW perspective, climate change was seen as one of the biggest drivers across the public sector, together with the cost of living crisis.

NRW was keen to build an understanding amongst the PSB partners regarding the risks and drive forward conversations regarding System Thinking.

- Building a collective understanding of the nature emergency and developing links to the Well-being Plan was highlighted.

It was noted that NRW's Corporate Plan had similarities to that of the PSB Well-Being Plan.

- NRW had adopted the Active Travel Charter.

- Partnership working with the Co-production Network for Wales and the Clwyd River Forum had proved beneficial.
- Looking at small geographical areas and building an understanding amongst partners of the integrated issues faced was considered an option.

Members thanked Mr Hughes for an informative update and went on to discuss the following:

- Concern was expressed regarding the water quality in Conwy and Denbighshire, following recent reports of Welsh Water spilling untreated sewage into the environment. Members were informed that partners were working with Welsh Water on innovative solutions and should Members require further information, Mr Hughes would be happy to signpost Members to colleagues at Welsh Water.
- How to create a greater understanding of the challenges faced and bring on-board those who deny climate/nature change.

Members were informed that NRW assisted partners, particularly those in higher education, by providing educational material to enable them to build climate and nature matters into their course material/curriculum.

Providing a course and/or material to Elected Members to assist with educating communities was suggested. The People and Places Team Leader agreed to explore the potential of this suggestion further with colleagues at NRW.

**RESOLVED:**

**That the update be noted.**

**15. CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD - WELL-BEING PLAN PROGRESS UPDATE**

The Leader of Denbighshire County Council, who was also the Chair of the Public Services Board (PSB), Councillor Jason McLellan, presented members with a report, which highlighted the Conwy and Denbighshire Public Services Board progress against the Well-being Plan to date.

The Chair took the opportunity to thank all PSB partners who contribute to the delivery of the Well-being Plan.

Discussion arose regarding the following:

- Opportunities for Trade Unions and social enterprises to work alongside the PSB. The Corporate Performance and Improvement Manager (Conwy) advised that, whilst interaction and engagement with Trade Unions across both Local Authorities was good, there was not a specific role for Trade Unions or social

enterprises on the PSB as legislation governed the membership of statutory partners. However, shared learning was welcomed and 'other' organisations could feed into the wider objectives of the PSB and Well-being Plan. In addition, the Strategic Planning and Performance Team Leader for Denbighshire County Council advised that the Local Government Elections (Wales) Act bound Local Authorities to engage with Trade Unions.

- In respect of social enterprise involvement, the community project in Pensarn was considered a good example of engaging with other organisations within the community.
- Members were informed that a meeting with Rebecca Evans, Minister for Finance and Local Government and the PSB Chairs was taking place shortly. This was seen as a great opportunity to network and share best practice.

**RESOLVED:**

**That the progress made against the Conwy and Denbighshire Public Services Board Well-being Plan to date be acknowledged.**

**16. FORWARD WORK PROGRAMME**

The Conwy Scrutiny and Committee Services Officer presented the Conwy and Denbighshire Public Services Board Joint Overview and Scrutiny Committee Forward Work Programme.

Members were advised to keep the next meeting of 15 March, 2024 under review as it may encroach on the pre-election period for the Police and Crime Commissioner Election and possible General Election.

It was suggested, subject to the Chair and Vice-Chair's approval, that an update on housing be provided at the next meeting and an update from the Police and Crime Commissioner be arranged for a future meeting.

**RESOLVED:**

**That the forward work programme for the Conwy and Denbighshire Public Services Board Joint Overview and Scrutiny Committee be approved, subject to amendments highlighted above and approval from the Chair and Vice-Chair.**

**17. MINUTES OF THE PUBLIC SERVICES BOARD MEETINGS**

The minutes of the previous meeting of the Public Services Board held 17 July, 2023 were presented for information.

**RESOLVED**

**That the minutes of the previous meeting of the Public Services Board held on 17 July, 2023 be noted.**



18. **THE FORWARD WORK PROGRAMME OF THE CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD**

The Forward Work Programme of the Conwy and Denbighshire Public Services Board was presented for information.

**RESOLVED:**

**That the Forward Work Programme for the Conwy and Denbighshire Public Services Board be noted.**

(The meeting ended at 10.50 am)

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**Report To:** Joint Conwy & Denbighshire PSB Scrutiny Committee

**Date of Meeting:** October 18, 2024

**Lead Member / Officer:** Cllr Jason McLellan, Denbighshire County Council  
Cllr Charlie, Conwy County Borough Council

**Report Authors:** Iolo McGregor, Conwy County Borough Council, Helen Millband and Iona Hughes (Natural Resources Wales), Mike Corcoran and Caryl Lewis (Co-Production Network for Wales)

**Title:** Conwy and Denbighshire PSB annual report 2023-24

**1. What is the report about?**

1.1 The 2023/24 annual report provides an overview of what the Board has achieved during the first year of the latest Well-being Plan (please see appendix A). It is important that the PSB is accountable to the public and this report helps the PSB to self-reflect on where they feel they are making a difference, in line with the 5 ways of working as well as outlining the Board’s future direction.

**2. What is the reason for making this report?**

2.1 In line with the Well-being of Future Generations (Wales) 2015 Act, the Conwy and Denbighshire PSB are required to prepare and publish an annual report no later than 14 months after the publication of its local Well-being Plan.

2.2 The PSB must provide the designated local government scrutiny committee with a copy of the Board’s annual report, in order to scrutinise it in line with the committee’s statutory duties under the Well-being of Future Generations Act.

**3. What are the Recommendations?**

3.1 That members consider the content of the Conwy and Denbighshire PSB 2022/23 Annual Report and provide feedback / recommendations to the PSB as necessary.

**4. Report Details**

4.1 The guidance provided for the Act specifies that the annual report must detail the activity the Board has taken to meet the objectives set out in their well-being plan. However the report can also include any other information the Board thinks would be appropriate. Therefore the report also outlines -

- Achievements this year;
- Other areas of work;
- The Board’s reflections after this year and looking forward; and

- How people can get involved.

4.3 The Board is required to send a copy of their annual report to Welsh Ministers, the Future Generations Commissioner, the Auditor General for Wales and the Board's designated overview and scrutiny committee.

**5. What consultations have been carried out with Scrutiny and others?**

5.1 Consultation has taken place with PSB members and officers who provide support to the PSB.

**6. What risks are there and is there anything we can do to reduce them?**

6.1 N/A

**7. Power to make the decision**

7.1 Well-being of Future Generations (Wales) Act 2015.

7.2 Scrutiny's powers are as set out in:

- Section 21 of the Local Government 200
- Section 58 of the Local Government (Wales) Measure 2011
- Regulation 3 of The Local Authorities (Joint Overview and Scrutiny Committees (Wales) Regulations 2013
- Section 35 of the Well-being of Future Generations (Wales) Act 2015
- The Terms of Reference and Rules of Procedure for the Conwy and Denbighshire Public Services Board Joint Overview and Scrutiny Committee.



# Conwy and Denbighshire Public Services Board

## Annual Report 2023 to 2024: A Self-reflection on the year

### 1. Welcome to our Annual Report.

This report is our self-reflection about the difference we have made in the first year of our new [Well-being Plan](#) for 2023-2028. It is an opportunity to make sure that, as a Board, we are accountable to the public, and that we take time to self-assess what we have achieved and challenge ourselves as to the difference we are making, and learn where we can make improvements in the future. All our work is aligned with the [Well-being of Future Generations \(Wales\) Act 2015](#) and the [5 ways of working](#).

You can visit our website to find out more [about us as a Board](#).

### 2. Our priorities and how we will work

Our Well-being Plan focuses on **making Conwy and Denbighshire a more equal place with less deprivation**. We have identified 4 key themes to support our main objective –

- **Well-being** – Communities are happier, healthier and more resilient in the face of challenges, such as the Climate Change and Nature Emergency, or the rising cost of living.
- **Economy** – There is a flourishing economy, supported by a skilled workforce fit for the future.
- **Equality** – Those with protected characteristics face fewer barriers.
- **Housing** – There is improved access to good quality housing.

Our Well-being Plan also outlines 9 principles we have agreed to apply in delivering the plan. We have used this year to focus on improving how we work together.

- **Leadership**: Provide strong shared leadership and responsibility for effective long-term change, using our collective voice as partners to influence and advocate on behalf of our communities.
- **Co-production**: Foster an environment, and encourage strong networks, that promote meaningful engagement and communication with our communities, supporting a culture where co-production and involvement thrives.
- **Fairness**: Promote fairness, equality and diversity through all of our work.
- **Informed decision-making**: Maintain effective governance that allows for strong, evidence-based decision making, acting on recommendations made through quality research and engagement.
- **Transparency**: Have clear and transparent performance management arrangements in place.
- **Assess**: Ensure that our activities and decisions are assessed for their impact in terms of the national Well-being Goals, the sustainable development principle, and five ways of working.
- **Reflect**: Use the advice given by the office of the Well-being of Future Generation's Commissioner, Natural Resources Wales and others to focus our discussions as we take forward our steps.

- **Development:** Explore and support joint opportunities for training and workforce development, such as secondment opportunities between our organisations.
- **Language:** Support and promote the Welsh Language in all that we do, integrating the Welsh Language strategies of partners.

### 3. Progress this year

Our Well-being Plan was approved in March 2023 and we took the decision to use the first year of our Plan to explore different approaches to delivery and how we will work together. This has been a year of preparation for action – with impact to follow.

Our main achievements during 2023 to 2024 include –

➤ **Enhanced PSB structures and governance:**

- Introduced informal meetings. This is an opportunity to facilitate networking for all our members, helping to build trust and speak candidly on issues and challenges we are facing. Also reviewed our Terms of Reference.
- Discussed partner organisations' common risks and issues that may impact on the delivery of our Well-being Plan aspirations. We felt there is value in exploring these emergent risks and issues as a North Wales region with other PSBs.

➤ **Development of PSB knowledge / understanding:**

- Arranged an Anti-Racism awareness session for PSB members across North Wales. The purpose is to build understanding of anti-racism, awareness of lived experience and the role of our senior leaders in fostering a culture of anti-racism. It will also help support the delivery of our Well-being Plan, where equality is a theme.
- Carried out a Futures Thinking exercise, using the Three Horizons approach to consider the outcomes that we want to achieve in the future, and how we get there.

➤ **Development of 'whole-systems' & collaborative region-wide approaches:**

- Received presentations on Whole Systems Thinking from Public Health Wales (both the local and national teams). This helped us explore the ways we can apply this approach towards our ambition to play a greater leadership role.
- Following on from initial discussions, we undertook a systems mapping exercise to evaluate our next steps for delivering our Well-being Plan. This was to identify the system beliefs and goals we could take ownership of as PSB Members, and system structures and events for our organisations to take a lead on.
- This approach is helping to ensure we get the most added value from the PSB and the transformative change we want to achieve.

➤ **Working with communities:**

- Collaboratively developed and adopted a new engagement mission statement. We are working on developing a community engagement plan as part of our next steps.
- We are currently working with Wrexham University to undertake an engagement project within two communities in Conwy and Denbighshire (Pensarn and Bruton Park in Rhyl). The project is ongoing and is using creative methods (such as artwork,

photography and video) to support communities tell their stories of what it looks and feels like to live in their community.

- Carried out engagement with diverse communities to understand the difficulties and explore the ways how public sector can help empower people into employment. A number of barriers and suggested actions were identified that are being taken forward. This work was undertaken regionally on behalf of the three North Wales PSBs.

➤ **Progression of key PSB initiatives:**

- Committed to progressing the Healthy Travel Charter within our organisations, by conducting a baseline assessment of organisations' current activity against the Charter commitments. This will also identify any gaps and opportunities for development – in line with existing organisational plans.
- We have undertaken some preparatory work in determining the best approach to undertaking the Climate Change Risk Assessment framework developed by Natural Resources Wales.
- Contributed to the Welsh language and employment project led by Gwynedd and Anglesey PSB through our partners.

## **4. Other Areas of Work**

We are still working collaboratively with other partnerships and national bodies, to avoid duplication and to share ideas. This year we have -

- Received a presentation on the Inverse Law Care programme from Betsi Cadwaladr University Health Board and discussed how the PSB can become more closely involved in this work as there are linkages with the PSBs' ambition of tackling inequality.
- Received a presentation of the Accelerated Cluster Development programme from Betsi Cadwaladr University Health Board and discussed as the PSB covers both counties using it as a forum to inform and influence developments.
- Reported our progress to the Joint Conwy and Denbighshire PSB scrutiny committee.
- Continued to work closely with Co-Production Network for Wales who offer bespoke support through their [Project Dewi](#) programme. They are pivotal to and are embedded in everything we do as a PSB - from working at officer level to facilitating a number of meetings and workshops.
- Attended the PSB Shared Learning Event in Wrexham.
- Linked in with the North Wales Insight Partnership – this is a useful forum to share information and learning.

## 5. Reflecting on this year and Looking Forward

We have used the first year of the Plan to explore our leadership role, how we can approach the Plan differently, and developing the detail to deliver the Well-being Plan. It has been useful to spend this time discussing where we can add most value and make a difference as a Board, while balancing this with the limited resources and capacity available to us.

Central to this has been improving our understanding of Whole Systems Thinking and how we can apply this approach to delivering our Well-being Plan. Following several workshops, supported by Public Health Wales, we have reviewed our Plan against the four systems levels to understand its balance and identify gaps. This mapping exercise resulted in us identifying 3 approaches we want to take to progress delivery of the Well-being Plan. These approaches / ways of working encompass the initial steps outlined in the Well-being Plan. We plan to use our forward work programme as a mechanism to set out how we deliver on this ambition.

- **Piloting** – we will select an area through which we can test a ‘whole systems approach.’ We have yet to agree an area, but have previously discussed taking a co-ordinated approach to information sharing using partners’ campaigns / offers (such as uptake of pension credit, flood awareness schemes).
- **Modelling** – we will develop a simple set of good working / cultural practices we can adopt and promote internally (through our organisations) and externally (to the wider public). Such as adopting green practices to our meetings and involve young people in our meetings.
- **Engaging** - With the PSB undertaking training, inviting in relevant experts, and drawing upon expertise from within our member organisations to advance understanding and inform wider decision-making.

We have also used this year to consider our engagement approach and worked closely with Co-Production Network for Wales to develop an engagement mission statement for the Board. Where we have committed to –

*Everyone in Conwy and Denbighshire should know what their Public Services Board is, know how it is working to improve wellbeing for all, and have meaningful and accessible opportunities to be involved in shaping this work, wherever it will impact upon their lives.*

One of the main positives of the PSB continues to be the relationships and networks built from bringing together various public and voluntary sector partners working in Conwy and Denbighshire. We therefore want to build on the mission statement going forward and develop an engagement plan. As part of this we have discussed some potential engagement actions that we as PSB members can take forward to promote the work of the Board.

We have also discussed Most Significant Change and potentially utilising this method as an evaluation tool. However we felt it was too early to begin this work and we needed to make more progress against the Well-being Plan before taking this step. We plan to revisit this approach as we move into our ‘delivery phase,’ as having a system in place to monitor and assess our progress will be essential.

One of the main challenges over the past year has been limited resources and capacity, this continues to have an impact on what we are able to achieve. We have also seen this have an effect on our partner organisations, with increased organisational pressures and demands leading to us having some attendance issues. This has caused some meetings not to be quorate and impacting on our ability to progress actions.

## 6. Get Involved

We want you to stay in touch and get involved in our work. You can:

- Come to one of our meetings, all the [dates and agendas](#) are published on our website
- Stay involved and share your views through our [website](#)
- Email us at [countyconversation@conwy.gov.uk](mailto:countyconversation@conwy.gov.uk)
- Write to us at C/O Corporate Improvement and Development Team, Conwy County Borough Council, PO Box 1, Conwy, LL30 9GN
- Call us on 01492 574059 (BT Relay Service Customers with hearing or speech impairments can contact any Council service by dialling **18001** before the number they require).
- British Sign Language users can contact Conwy County Borough Council using a Sign Language interpreter, through the InterpretersLive! service, provided by Sign Solutions – visit [Conwy's InterpretersLive! Service](#) for more information.

We are happy to provide this document in large print, audio and braille.

**This document is also available in Welsh.**





## JOINT SCRUTINY OF THE CONWY & DENBIGHSHIRE PUBLIC SERVICES BOARD (PSB)

### FORWARD WORK PROGRAMME

Contact Officer:	Rhian Evans, Scrutiny Co-ordinator, DCC Dawn Hughes, Scrutiny & Committee Services Officer, CCBC
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Telephone:	01824 712554 01492 576061

Date	Subject
21 March 2025	Update by the Public Services Board (PSB) on the Implementation of its Well-being Plan
21 March 2025	Contribution of PSB Partners or Invited Participants to the work of the PSB and the benefits of the PSB to partners?
10 Oct 2025	The Conwy and Denbighshire Public Services Board – Annual Report 2024/2025
10 Oct 2025	Contribution of PSB Partners or Invited Participants to the work of the PSB and the benefits of the PSB to partners?

## AGENDA ITEM 8a

### CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD

Minutes of a meeting of the Conwy and Denbighshire Public Services Board held via video conference on Friday, 14 June 2024 at 2.00 pm.

#### PRESENT

Councillor Charlie McCoubrey - Conwy County Borough Council  
Steven Grayston - Betsi Cadwaladr University Health Board (BCUHB)  
Ceri Christian-Mullineux (substitute for Steven McGregor) – Welsh Government.  
Louise Woodfine – Betsi Cadwaladr University Health Board (BCUHB)  
Rhun ap Gareth – Conwy County Borough Council  
Martin Cox – Natural Resources Wales (NRW)  
Helen Macarthur – North Wales Fire and Resue Service

#### Officers –

Fran Lewis – Conwy County Borough Council  
Hannah Edwards – Conwy County Borough Council  
Mike Corcoran – Co-Production Network for Wales  
Helen Milliband – Natural Resources Wales  
Iona Hughes – Natural Resources Wales  
Helen Vaughan- Evans – Denbighshire County Council  
Helena Kirk – North Wales Hosing Association

Nicola Hughes – Committee Administrator (DCC)

#### 1 WELCOME AND APOLOGIES FOR ABSENCE

Apologies for absence were received from Graham Boase (DCC), Leader, Councillor Jason McLellan (DCC), Iolo McGregor (DCC), Elgan Owen (CCBC)

#### 2 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on the 13 March 2024 were submitted. It was:

***RESOLVED:*** *that the minutes of the meeting held on the 13 March 2024 be received and approved as a true and correct record of the proceedings.*

#### 3 CHAIR AND VICE CHAIR NOMINATIONS

Nominations were sought for the appointment of Chair of the Conwy and Denbighshire Public Services Board for 2024/25. It was proposed and seconded that, Leader; Councillor Jason McLellan (DCC) be appointed Chair. There were no further nominations.

Nominations were sought for the appointment of Vice-Chair of the Conwy and Denbighshire Public Services Board for 2024/25. It was proposed and seconded that Councillor Charlie McCoubrey (CCBC) be appointed Vice-Chair. There were no further nominations.

***RESOLVED:*** that Leader, Councillor Jason McLellan be appointed Chair and Councillor Charley McCoubrey be appointed Vice-Chair of the Conwy and Denbighshire Public Services Board for 2024/25.

#### **4 PUBLIC SERVICE BOARD ANNUAL REPORT 2023/24**

The Public Services Board Development Manager guided the Board through the Public Services Board (PSB) annual report 2023/24.

The 2023/24 annual report provided an overview of what the Board had achieved during the first year of the latest Well-being Plan. It was important that the PSB was accountable to the public and the report helped the PSB to self-reflect on where they felt they were making a difference, in line with the 5 ways of working as well as outlining the Board's future direction.

The guidance provided for the Act specified that the annual report must detail the activity the Board had taken to meet the objectives set out in their well-being plan. However, the report could also include any other information the Board thought would be appropriate. Therefore, the report also outlined –

- Achievements in the past year
- Other areas of work
- The Boards reflections after this year and looking forward; and
- How people could get involved.

The annual report also detailed some key contextual measures which were relevant to the well-being themes. These were high level indicators that qualified why the themes were still a priority for the PSB and helped focus discussion going forward. The Board was required to send a copy of their annual report to Welsh Ministers and the Boards designated overview and Scrutiny Committee.

The main achievements during 2023-2024 included –

##### **Enhance PSB structures and governance:**

The Introduction of informal meetings. This was an opportunity to facilitate networking for all members, helping to build trust and speak candidly on issues and challenges that were being faced, there was also a review of the Board's Terms of Reference.

Partner organisations' common risks and issues were discussed which may have an impact on the delivery of the Board's Well-being Plan aspirations. It was felt there was a value in exploring these emergent risks and issues as a North Wales region with other PSBs.

##### **Development of `whole systems` and collaborative region-wide approaches:**

Presentations on Whole Systems Thinking were received from Public Health Wales (both the local and national teams). This helped in exploring the ways this approach could be applied towards the ambition to play a greater leadership role.

Following on from initial discussions, a systems mapping exercise was undertaken to evaluate the next steps for delivering the Well-being Plan. This was to identify the system beliefs and goals that could be taken ownership of as PSB Members, and system structures and events for organisations to take a lead on.

This approach was helping to ensure the most added value was received from the PSB and the transformative change wanting to be achieved.

### **Working with Communities:**

A collaboratively developed engagement mission statement was adopted. Work was continuing to develop a community engagement plan as part of the next steps.

Work was currently ongoing with Wrexham University to undertake an engagement project within two communities in Conwy and Denbighshire (Pensarn and Bruton Park in Rhyl). The project was ongoing and was using creative methods (such as artwork, photography and video) to support communities tell their stories of what it looks like and feels like to live in their community.

Engagement had taken place with diverse communities to understand their difficulties and explore the ways the Public Sector could help empower people into employment. A number of barriers and suggested actions were identified and were being taken forward. The work was undertaken regionally on behalf of the three North Wales PSBs.

### **Progression of key PSB initiatives:**

There was a commitment to progress the Healthy Travel Charter within all organisations, by conducting a baseline assessment of organisations' current activity against the Charter Commitments. This would also identify any gaps and opportunities for development in line with existing organisational plans.

Some preparatory work had been undertaken in determining the best approach to undertaking the Climate Change Risk Assessment framework developed by Natural Resources Wales.

Contributions were made to the Welsh Language and Employment project led by Gwynedd and Anglesey PSB.

Other areas of work were also highlighted within the report including the continuation of collaborative working with other partnerships and national bodies to avoid duplication and to share ideas.

The Chair thanked the Public Services Board Development Manager for the report and questions and comments were welcomed from Members.

Members welcomed the working collaboratively approach across North Wales and expressed the benefits of a regional approach.

Members referred to the data on affordable housing and stated that over time this information could provide information on how the number of affordable homes available correlated with the housing need.

Members requested indicators on poverty and Healthy Travel within the report.

Members discussed the future possibility to include further indicators within the report however, due to the tight time frame it was agreed that the report could be approved as is, without the indicators included within the report.

Members discussed and agreed to a session on diversity as funding was still available to pursue. The session would aim to drive change across all organisations and look at the difference that PSBs could make when working collaboratively.

**RESOLVED:** *that –*

- A. the Conwy and Denbighshire Public Services Board agree to a further EDI session and;*
- B. the Conwy and Denbighshire Public Services Board approve the Conwy and Denbighshire PSB 2023/2024 Annual Report for publication without the addition of the indicators.*

## **5 CLIMATE CHANGE RISK ASSESSMENT- OVERVIEW OF INFORMAL MEETING DISCUSSION**

Mike Corcoran from Co-Production Network gave a verbal update on the Climate Change Risk Assessment informal meeting discussion to the Board.

The meeting focused on three discussion topics: In what way would undertaking a Climate Change Assessment help the PSB to advance its Well-being Plan, what the opportunities were for the PSB to consider when conducting a Climate Change Risk Assessment, and what was the best approach to progress any opportunities identified at local, regional and community level.

The key themes from the discussions within the meeting were that there was a need for clarity around the brief, what the specific statutory obligation was with regards to the Climate Change Risk Assessment and clarity as to whether undertaking a Climate Change Risk Assessment was a choice or an obligation for PSBs.

There was a discussion regarding the risks broadly associated with the work. Conversations around ensuring that there was a clear understanding of the risks associated with conducting and not conducting a Climate Change Risk Assessment. It was acknowledged that there was a risk of retro fitting a climate change risk assessment around a published and agreed well-being plan. It was also acknowledged that there would be a resource burden associated with undertaking and implementing the plan and this was something that the PSB must acknowledge.

There was discussion about the prudence of potentially adopting a North Wales wide approach to risk assessments and this was being actively discussed in neighbouring PSBs currently.

It was noted that there were many local plans and assessments relating to Climate Change which were already established, and it was a strategic regional overview which was now needed.

Regarding a holistic approach, it was recognised that the Climate Change issue was far bigger than the remit for PSBs alone however, the opportunity was acknowledged to connect through the Public Services Board the climate change risk within all other areas such as economics and social, cultural and environmental well-being.

Regarding the Partnership approach, a number of key bodies were listed in which Leadership would be aspiring to connect with to develop a close working relationship.

To conclude, there was a discussion around engagement and community involvement in any Climate Change Risk Assessment work and the potential for the PSB to connect with local organisations that work within climate action to bring their expertise into this work.

The Chair gave his thanks for the overview and questions were welcomed from members.

Members commented that clarity of what was expected of the PSB was beneficial and suggested researching the work of Pembrokeshire PSB would be valuable.

**RESOLVED:** *that the Climate Change Risk Assessment – Overview of Informal Discussion be received.*

## **6 SHAPING PLACES IN WALES - PROGRAMME UPDATE**

The Consultant in Public Health officer gave a verbal update on the Shaping Places in Wales Programme to the Board.

A two-day event was held in Cardiff where 45 representatives from 11 PSBs attended to take part in different activities on the themes, Climate, Poverty and Neighbourhood. Positive feedback from the event had been received and the next event would be held in July 2024. Communication would be sent out to members in the coming week regarding the dates of events for the rest of 2024.

The Chair thanked the Consultant in Public Health for the update

**RESOLVED:** *that the Shaping Places in Wales update be noted.*

**7 COMMUNITY NARRATIVES - PROJECT UPDATE FOR PENSARN AND BRUTON PARK RHYL**

Unfortunately, Dr Hughes could not attend the meeting, the Public Services Board Development Manager informed the Board that both the Pensarn and the Bruton Park Rhyl Projects were in their early stages and a detailed update would be given at the PSBs September meeting.

**RESOLVED:** *that the Community Narratives Project Update be noted and deferred to the PSBs September meeting.*

**8 FORWARD WORK PLAN**

The Public Services Board Forward Work Programme was presented.

**RESOLVED:** *that the Conwy and Denbighshire Public Services Board approve the Forward Work Programme.*

Meeting concluded at 3pm



**CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD**

**FORWARD WORK PROGRAMME**

2024 / 2025

**Chair:**

Councillor Jason McLellan, Denbighshire County Council

**Vice Chair:**

Councillor Charlie McCoubrey, Conwy County Borough Council

***Co-ordinators:***

Emma Lea (Betsi Cadwaladr University Health Board)

Amanda Jones & Hannah Edwards (Conwy County Borough Council)

Iolo McGregor (Denbighshire County Council)

Justin Hanson, Helen Millband & Iona Hughes (Natural Resources Wales)

TBC (North Wales Fire & Rescue Service)

**Committee Responsible:**

Conwy County Council

**For Queries:**

01492 574059 / [iolo.mcgregor@conwy.gov.uk](mailto:iolo.mcgregor@conwy.gov.uk)

Meetings			
Meeting Date	Topic	Purpose	Responsible Officer

<b>Formal meeting</b> 20 September 2024, 2:45pm-4pm (online)	Climate Change Risk Assessment Framework	To discuss how the PSB can use the Climate Change Risk Assessment Framework to take collective action on climate risk, exploring the potential for regional collaboration.	Mike Corcoran / NRW
	Climate Change Risk Assessment Framework – Verbal Update	For members to formally agree a way forward in relation to the Climate Change Risk Assessment Framework	Mike Corcoran / NRW
	PSB Support Grant	Members requested an update on committed spend / future proposals and clarity on the process for accessing the grant	Sandra Lyn Thomas
	Healthy Travel Charter – Verbal Update	Request by BCUHB to update the PSB	Louise Woodfine
	Shaping Places in Wales – Verbal Update	Request by BCUHB to update the PSB	Iona Hughes / Louise Woodfine

<b>Informal meeting</b> 15 November 2023 2:30-4:30pm (online)	100 Stories – Children and Young Peoples’ transition to Adult Services	To share evidence from the Project with the PSB, and explore opportunities for an ongoing commitment from the PSB to support the development of services.	Christy Hoskings, Regional Patient Experience Lead for Children’s Services, BCUHB
	FWP Planning		

<b>Formal meeting</b> 16 December 2024, 2-4pm (online)	PSB risk register review	It is good practice for the PSB to regularly review its Risk Register	To be confirmed
	Performance Measures	Following approval of the Annual Performance Report, PSB members	Iolo McGregor

		were keen for a fuller discussion around the WG's Well-being Measures.	
	Community Narratives Project Update and Creu Conwy Evaluation	To provide PSB members with feedback on progress made with the Community Narratives Project and its benefits. Additionally to share learning from the Creu Conwy Programme.	Dr Rachel Hughes

<b>Informal meeting</b> 7 <sup>th</sup> February 2025, 9.30-11.30am (online)			
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<b>Formal meeting</b> 28 March 2025, 9.30-11.30am (online)	PSB Support Grant – 24/25 spend and overview of 2025/26 proposals		
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<b>Standard Agenda Items</b>
Apologies for Absence
Minutes of last meeting
Matters Arising
Meeting Action Tracker
Update from partner members / Share opportunities
Forward Work Programme
AOB

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Provisional Items		
Well-being Plan Performance Framework	To present a high-level performance framework to support the well-being plan and discussions around equality and deprivation.	Iolo McGregor, Denbighshire County Council
Accelerated Cluster Development programme update	To receive an update on the programme.	Sian Fearn-Thomas, Betsi Cadwaladr University Health Board
Inverse Care Law update	To receive an update on the programme.	Helena Belmans, Betsi Cadwaladr University Health Board
North Wales PSB Well-being Plans	To obtain a better understanding of neighbouring PSBs work and the challenges they face.	TBC (but invite chairs of the other NW PSBs)