

CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD

Minutes of a meeting of the Conwy and Denbighshire Public Services Board held in Video conference on Wednesday, 27 July 2022 at 3.00pm

Present	Emma Lea (representing Alison Kemp) Iwan Davies Councillor Charlie McCoubrey Councillor Jason McLellan Nicola Stubbins (representing Graham Boase) Tom Barham Mark Hughes Justin Hanson (representing Martin Cox) Helen McArthur Helena Kirk Louise Woodfine Councillor Carol Marubbi Vicky Poole	Betsi Cadwalader University Health Board Conwy County Borough Council Conwy County Borough Council Denbighshire County Council Denbighshire County Council Denbighshire Voluntary Services Council Natural Resources Wales Natural Resources Wales North Wales Fire and Rescue Service North Wales Housing Association Public Health Wales Representing Conwy Town and Community Councils Welsh Government Representative
Officers:	Fran Lewis Hannah Edwards Mike Corcoran Suzanne Iuppa Iolo McGregor Shannon Richardson Rhodri Tomos-Jones Helen Millband Sandra Williams	Conwy County Borough Council Conwy County Borough Council Co-production Network for Wales Co-production Network for Wales Denbighshire County Council Denbighshire County Council Denbighshire County Council Natural Resources Wales Translator
In Attendance	Dr Rachel Hughes	Professor at Glyndwr University
Observers	Councillor Gwyneth Ellis Councillor Barry Mellor Nel Griffiths	Denbighshire County Council Denbighshire County Council Public Health Wales

1 APOLOGIES

Apologies for absence were received from –

- Graham Boase – Denbighshire County Council
- Joe Whitehead – Betsi Cadwalader University Health Board

- Alison Kemp - Betsi Cadwalader University Health Board
- Wendy Jones – Community and Voluntary Support Conwy
- Martin Cox – Natural Resources Wales

2 ELECTION OF CHAIR AND VICE CHAIR

Iwan Davies explained that this meeting was classed as a 'mandatory meeting' of the Board, as it is the first meeting following the ordinary election of councillors (which took place in May 2022). As such, this meeting must initially be chaired by the Local Authority, before electing a chair and vice chair.

He stated that neither himself as the current Chair or the Vice Chair intended to carry on in the roles. He therefore sought nominations for both Chair and Vice Chair to the Board.

It was proposed and seconded for Councillor Jason McLellan, Leader of Denbighshire County Council to become Chair.

It was proposed and seconded for Councillor Charlie McCoubrey, Leader of Conwy County Borough Council to become Vice Chair.

RESOLVED that:

- i. *Councillor Jason McLellan, Leader of Denbighshire County Council to become Chair from this meeting onwards.*
- ii. *Councillor Charlie McCoubrey, Leader of Conwy County Borough Council to become Vice Chair from this meeting onwards.*

3 TO RECEIVE FORMAL ACCEPTANCE OF INVITED PARTICIPANTS TO JOIN THE PSB

Agreed to discuss this as part of item 6 – *Review the Terms of Reference.*

4 MINUTES OF THE LAST MEETING

The minutes of the Conwy and Denbighshire Public Services Board meeting held on 23 March 2022 were submitted.

RESOLVED that the minutes of the meeting held on 23 March 2022 be received and approved as a correct record.

5 MEETING ACTION TRACKER

The Chair, Councillor Jason McLellan, presented the meeting Action Tracker. Confirmed that the workshop took place in May and the feedback from the session will be discussed under item 9 as part of the Well-being Plan development.

RESOLVED that the Meeting Action Tracker be noted.

6 MATTERS ARISING

No matters arising to be discussed.

7 REVIEW THE TERMS OF REFERENCE

The Chair presented the Terms of Reference. General discussion took place and the following points were raised:

- Views on the membership of the Board was considered as part of the work moving forward under the Well-being Plan, which will be focused on reducing deprivation and inequality. But agreed that formal invitations should not be issued until the Well-being Plan is approved next Spring.
- Mindful that PSB membership should be kept focused but consider the use of sub-groups going forward as the Well-being Plan develops.
- Confirmed that Public Health teams will be incorporated into the Health Board from September, but would welcome the opportunity to continue being a part of the PSB.
- National Trust are interested in supporting the PSB - they are a large local landowner and are involved in some sizable projects related to our emerging priority.
- Confirmed that Registered Social Landlords (RSLs) are currently represented on the Board through North Wales Housing and the representative will provide feedback to and from this group.
- Informed by Betsi Cadwaladr that one of their nominated representatives is likely to change due to their new organisational structure, they will liaise with PSB support offices once a new representative is confirmed.
- Beneficial to have more frequent meetings to foster closer working relationships. Agreed that quarterly formal meetings are sufficient but scheduling separate informal networking sessions would be valuable for members and would keep up momentum in between meetings.
- Open up the briefing meetings that are held with the Chair to those that are presenting an agenda item, to help give structure to the discussion.
- Revisit holding meetings virtually and consider using a hybrid model. Discussed the benefit of meeting face to face, as it will to help build the partnership going forward.
- Reflected on past engagement experience and lessons learned during the previous Well-being Plan. Looking forward, discussed the establishment of the Regional Engagement Network and working with Co-Production Network for Wales to build on and improve our engagement approach.
- Reiterated that the Board can revisit the Terms of Reference at any time, and may be prudent to review these again as part of developing into a leadership Board.

RESOLVED that:

- the Board writes to the invited participants (outlined in section 5.7 of the Terms of Reference) to confirm they are happy to continue being a member of the Conwy & Denbighshire PSB.*

- ii. *the Board writes to the key partners (outlined in section 5.9 of the Terms of Reference) outlining what we're trying to achieve and if/how they want to be involved.*
- iii. *PSB support officers schedule informal networking sessions for the Board.*
- iv. *PSB support officers to open the briefing meeting to those that are presenting an item at PSB.*

8 UPDATE ON THE NORTH WALES PSB SUPPORT GRANT FOR 2022/23

Iolo McGregor provided an update following the report provided at the last meeting. Information was provided to PSB about the grant that had been made from the Welsh Government (WG) to the North Wales region in 2022-23 and how the fund had been allocated across the criteria set out by WG.

Members were encouraged to suggest areas of work that may be progressed with the available support funding.

Since the last meeting the following projects have requested funding from the grant, including –

- ***Future Leaders programme*** – The programme aims to involve young people (aged 14-16) in the development of Well-being Plans through the delivery of in-school workshops, facilitated by teachers and nominated 'PSB Champions.' It will initially be piloted in Wrexham (with a single cohort of students in one school), but there is potential to scale up across North Wales.
- ***Diverse Together, Community Chats project*** – The project aims to work with people who may not engage with formal "one-off" surveys and consultations to express themselves in a more relaxed setting, with a Chat Host who is committed to establishing trust with a sustainable, person-centred approach.

Dr Rachel Hughes was invited to introduce the Community Narratives project. This project essentially aims to make the Well-being Assessments more relatable to our communities and to provide PSBs with a rich and holistic understanding of well-being at a community level. The project will involve a range of media (written, photography, video, artwork) as well as more traditional forms of quantitative and qualitative data analysis to explore this work.

The project is proposing to work with a community in each PSB area across North Wales. Dr Rachel Hughes welcomed views and the following points were made –

- Suggested that the PSB should work with one coastal and one rural area.
- There are no parameters in regards to scale or focus area - this is the PSBs decision.
- Important that the well-being assessment informs the decision and it fits with the Boards future work areas.

- Opportunity to link in / bring together other pieces of work that may be taking place in the area, adding value to the work.
- In line with our future direction, suggestion that we should target areas with high levels of deprivation.
- Areas suggested included, Abergele and Pensarn, West Rhyl and Dyffryn Conwy.

The project was support by the Board, but more consideration is needed before formally agreeing on two community areas.

Resolved that:

- i. *Members share any views with the Chair prior to the next meeting.*
- ii. *Formal agreement of the community areas is tabled at the next meeting.*

9 CONWY AND DENBIGHSHIRE WELL-BEING PLAN 2023/28 – APPROVAL FOR CONSULTATION

Mike Corcoran (Co-Production Network for Wales) provided an overview of the ongoing work to develop the Well-being Plan to date and detailed Co-Production Network for Wales’s facilitation role in the process.

The Board reflected on the recent prioritisation workshop, which considered the 14 priority areas identified by the well-being assessment and then focused on the root causes and interconnections of those priority areas.

Through a mapping exercise conducted as part of the prioritisation process, it found that the priority areas identified were most aligned to the ‘*More Equal Wales*’ well-being goal. It also found that a number of the same root causes underpinned the priority areas identified, these included the cost of living, inequality and socio-economic disadvantage, physical and digital infrastructure, lack of confidence and aspiration and skill and opportunity gaps.

At the workshop members concluded that they want to focus on reducing inequality and deprivation, as this is an area that all partners can contribute and where the PSB can add value by working together. The draft Well-being Plan in appendix 1, identifies the Boards ambition and its role in making meaningful progress to deliver on its ambition.

Mike Corcoran welcomed views and the following points were made:

- The draft Well-being Plan is intentionally very high level to give flexibility and allow the PSB to determine the direction and interventions it wants to take.
- For the consultation need to make it clear that more detail will be added to the Well-being Plan.
- Assurance provided that PSB support officers are linked in to the work taking place nationally in regards to health inequality, climate change and poverty and deprivation.
- Public Health Wales have being working on a Green health agenda, which will support the progression of the well-being plan. It includes areas such as

climate change, active travel and access to green and blue spaces. Request to bring a paper to a future PSB meeting for discussion.

- Valuable for the PSB to receive a presentation from the Wales Centre of Public Policy regarding deprivation and types of interventions available to PSBs.

Resolved that:

- Members approve the content of the draft Well-being Plan.*
- Members approve the draft Well-being Plan for public engagement, including triggering the 14 week statutory period for feedback with the Well-being of Future Generations Commissioner.*

10 CONWY AND DENBIGHSHIRE PSB ANNUAL REPORT 2021/22 – APPROVAL FOR PUBLICATION

PSB's draft annual report 2021/22 (previously circulated) was presented for approval. It was a statutory document for submission to the Welsh Government and Office of Well-being of Future Generations Commissioner for Wales.

Hannah Edwards provided an overview of the fourth annual report, and confirmed this is the final annual report required during this planning cycle. According to the statutory guidance, in the year following an ordinary local government election (when a new local well-being plan is being prepared and published) there is no requirement to also produce an annual report.

The annual report covers the Boards main achievements over the last year, most notably the production and publication of the Well-being Assessment. It also provides some self-reflection over the last year, including the Boards work with Glyndwr University to review its role and purpose. As well as looking forward to developing the Well-being Plan and taking a more of a leadership approach to delivery.

RESOLVED that the PSB Annual Report for 2021/22 be approved for publication.

11 FORWARD WORK PROGRAMME

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

RESOLVED that the forward work programme be approved with the addition of scheduling the Green Health Agenda item at a future meeting.

THE MEETING CONCLUDED AT 4.50 P.M.