

CONWY AND DENBIGHSHIRE PUBLIC SERVICES BOARD

Minutes of a meeting of the Conwy and Denbighshire Public Services Board held by multi-location on Monday, 17 July 2023 at 3.30 pm.

PRESENT

Members:

Councillor Jason McLellan	Denbighshire County Council
Councillor Charlie McCoubrey	Conwy County Borough Council
Nicola Stubbins	Denbighshire County Council (representing Graham Boase)
Rhun ap Gareth	Conwy County Borough Council
Martin Cox	Natural Resources Wales
Kevin Jones	North Wales Fire and Rescue Service (representing Helen MacArthur)
Helena Kirk	North Wales Housing Association
Louise Woodfine	Betsi Cadwaladr University Health Board (Public Health)
Libby Ryan-Davies	Betsi Cadwaladr University Health Board
Wendy Jones	Conwy Voluntary Support Conwy (CVSC)
Tom Barham	Denbighshire Voluntary Services Council (DVSC)
Carol Marubbi	Town and Community Council – Conwy representative

Officers:

Emma Lea	Betsi Cadwaladr University Health Board
Amanda Jones	Conwy County Borough Council
Hannah Edwards	Conwy County Borough Council
Fran Lewis	Conwy County Borough Council
Mike Corcoran	Co-Production Network for Wales
Iolo McGregor	Denbighshire County Council
Ceri Blythin-McDonough	Denbighshire County Council
Helen Miliband	Natural Resources Wales
Iona Hughes	Natural Resources Wales

ALSO PRESENT

Observer – Lydia Orford, Betsi Cadwaladr University Health Board (Public Health)

1 WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from –

- Graham Boase, Denbighshire County Council
- Helen MacArthur, North Wales Fire and Rescue Service
- Elin Gwynedd, Welsh Government
- Owain Llywelyn, North Wales Police
- Mark Hughes, Natural Resources Wales

2 MINUTES OF LAST MEETING

The minutes of the Conwy and Denbighshire Public Services Board meeting held on 23 March 2023 were submitted.

RESOLVED that the minutes of the meeting held on 23 March 2023 be received and approved as a correct record.

3 MEETING ACTION TRACKER

The Chair, Councillor Jason McLellan, presented the meeting Action Tracker.

Membership continues to be an ongoing action as delivery of the Well-being Plan develops. This will also be discussed as part of the Terms of Reference item later in the meeting.

Confirmed that the well-being plan has been published and circulated to stakeholders following approval at the March meeting. A joint letter has since been received from the Welsh Government and Future Generations Commissioner congratulating the PSB on publication of the well-being plan. As well as outlining where they believe PSBs can have the greatest impact in the next cycle of well-being plans, and their offer of support to help PSBs deliver this. This letter will be distributed to members following the meeting.

Councillor Jason McLellan confirmed that he and Tom Barnham have not yet managed to meet to discuss third sector partner involvement in the PSB.

PSB support officers are working on mapping the PSBs proposed activities against 'Whole Systems Thinking Levels' and this will be presented at a future informal meeting for member discussion.

The engagement mission statement item will be presented at this meeting for consideration.

4 SEEING THE WOOD AND THE TREES – THE APPLICATION OF SYSTEMS THINKING TO COMPLEX HEALTH AND WELL-BEING CHALLENGES

Christian Heathcote-Elliott, Principal Public Health Practitioner in Public Health Wales presented an overview of whole systems thinking approach in practice and its relevance to PSBs. The presentation also provided information of the work currently being undertaken to develop proposals for supporting PSBs under the Health Foundations Shaping Places programme.

Overview of whole systems approaches provided as -

- should be viewed as a way to understand and manage complexities – it is not a new or a quick way to address challenges.
- Is informed by a number of disciplines – no set recipe, the ingredients will depend on purpose and questions that are being addressed.
- This approach can be applied to a wide range of issues which affect population health and well-being.
- Key aspect of approach is that it helps us consider both the part and the whole issue.

- Helps senior leaders to address complex challenges.
- Systems thinking has a futures focus and ties in with the work that the Future Generations Commissioners office are undertaking in futures thinking. Helps us to look at uncertainty overtime and consider the intended / unintended consequences of actions.
- Helps to detect patterns, often called system archetypes – knowing these patterns can influence how we might intervene in a system.
- Important to gain multiple perspectives from a range of stakeholders to inform the process.

Christian Heathcote-Elliott informed the board that Public health Wales have been successful in their application to the Health Foundations' *Shaping Place for Well-being in Wales programme*.

This will be a 3 year programme, starting in January 2024. It will establish 3 national learning cohorts across Wales, which will be facilitated by an expert in systems thinking and practise and open to all PSB members and supporting officers to participate. It aims to support PSBs in Wales to apply theory and evidence informed by systems tools and methods to influencing wider detriments of health, learn from this application and share the learning.

The programme will work with the PSBs to agree 3 themes for each of the cohorts to focus on and apply the approach. Through the life of the programme, resources will be developed and shared with PSBs. It will also develop legacy plans to ensure learning is sustained.

The timeline of the programme was shared as,

- First 6 months, set up phase - recruitment to posts, establishment of an advisory board and delivery group, commission external evaluators and identifying themes with PSBs.
- Next 24 months, delivery phase – cohorts working through framework, sharing learning through various events across Wales and UK, PSB resources developed.
- Last 6 months, exit and sustainability phase – legacy plans, evaluation and learning reports produced, final shared learning events with cohorts and Heath Foundation.

Discussion included –

- Confirmed that the slides will be shared along with further reading on the subject.
- The themes of the learning cohorts will be determined and agreed by the PSBs that wish to participate in the programme. Anticipate these will be drawn from any common themes across Well-being Plans.
- Initial discussions have taken place with other PSBs across Wales to inform of the upcoming programme, however plan to engage further once the programme is live in January.
- How could the systems approach be applied to our well-being plan – first useful step would be to undertake a systems mapping exercise to establish how the themes in our plan relate to each other.
- Confirmed there will be a formal process to invite PSBs to participate in the programme.

RESOLVED that the PSB will factor in a discussion item at a future meeting (before the end of the year), on members thoughts on engaging with the learning cohort.

5 COMMUNITY ENGAGEMENT

Mike Corcoran, Co-production Network for Wales, presented the draft engagement mission statement for discussion. At the informal meeting held in May, members discussed their approach to engagement. To support this thinking and to provide clarity, there was a recommendation to develop an engagement mission statement. Mike Corcoran asked the Board to consider the following questions -

1. Is the mission statement a fair and accurate reflection of what the Conwy and Denbighshire PSB want to achieve through engagement?
2. What are the implications in adopting this mission statement, are there any challenges / opportunities to consider?
3. What are the next steps to move forward with our approach to engagement?

Discussion included –

- Agreed, would be of benefit to have guiding principles – but how will we achieve it, would benefit from more detail.
- Lack of knowledge in the workforce of the PSB and its purpose. Concern that PSB is seen as another layer of decision making. Whereas its role is to untangle, build connections and reduce duplication – how can we get buy in from our workforce?
- Useful to build common understating of engagement.
- Consider revising order of objectives / outcomes.
- Success evident if we listen and make changes accordingly.
- Is there a wider conversation to be has about raising awareness of PSBs nationally. The Well-being of Future Generations act is an innovative piece of legislation that should be promoted, especially used within our workforce and in recruitment.
- Acknowledge that it may take time to achieve what is set out in the mission statement, but important that consistent progress is made – need to revisit at each meeting.
- As part of developing next steps, useful to consider if we want to establish a sub-group to lead on this area, keep it central or that engagement becomes a strand of each theme.
- Consider learning from our previous engagement activity, what worked and what didn't – will help inform next steps.
- Need to communicate better with people and organisations that have demonstrated interest and want to be involved in the PSBs work.
- Need to work smarter and build on regional engagement approach.
- Need to consider working better with elected members and City, Town and Community Councils and remember they're a valuable resource for engaging with communities.
- Need to ensure we undertake effective and meaningful engagement – keep it focused.
- Useful for support officers to develop examples and case studies of how engagement can work in practice for the PSB.

RESOLVED that

- i. *The PSB adopt the engagement mission statement.*

- ii. *The PSB discuss the next steps for developing our engagement approach / plan at the next meeting.*

6 ACTIVE TRAVEL

Louise Woodfine (BCUHB, Public Health team) informed the Board that work is progressing on the charter, both nationally and regionally. The PSB endorsed adopting the charter last year. In order to progress this work further want to ensure that PSB member organisations are familiar with the charter and to look at what is happening within their organisations in terms of active travel.

To move this work forward, useful for partners to identify a lead officer from their organisation that the charter can liaise with. Aim is to conduct a baseline assessment, with the information collated by PSB coordinators (the Public Health team will provide support for this). Also want the Board to consider the frequency of reporting on the active travel charter.

RESOLVED that Louise Woodfine to circulate information to PSB support officers for progressing this work.

7 TERMS OF REFERENCE APPROVAL

Iolo McGregor, Denbighshire County Council, presented the updated Terms of Reference for approval following changes at the last meeting. Changes included –

- Amending paragraph 2.1 (aims) to reflect that the board will take a leadership role.
- Updating paragraph 13 to correctly reflect statutory duties
- Amending Public Health Wales to just Public Health to reflect organisational change.

Discussed the importance of revisiting membership as work develops, as conversations need to be ongoing.

RESOLVED that the PSB approve the Terms of Reference.

8 FORWARD WORK PLAN

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

- The Board consider their views on the learning cohort at the December meeting.
- The Board consider engagement approach and examples of how it could work in practice at the next meeting.
- Defer the risk and issue item to the December meeting.

RESOLVED that the forward work programme be approved.

The meeting concluded at 4:50 pm