

Annex 2

Cwm Taf and Bridgend PSBs Joint Planning Workshop 15 November 2022

1 Introduction

Cwm Taf and Bridgend Public Service Boards (PSB) were separately established in 2016 as one of the requirements of the Wellbeing of Future Generations 2015 (Wales) Act. Their responsibilities include:

- Assessing the state of economic, social, environmental and cultural well-being.
- Setting objectives that are designed to maximise the PSB partners contribution to the social, economic, environmental and cultural well-being goals outlined in the Act.
- Doing this in accordance with the sustainable development principle and the impact they could have on people living their lives in Wales in the future.

They are currently exploring how they might best merge their responsibilities and their tasks under one single PSB to enable them to be more effective and more joined-up in their work. Plans are developing well. Colleagues are currently working towards a joint wellbeing plan, and it is intended that an initial meeting of the joint Board will take place in early 2023. Prior to this, a workshop is planned on 15 November for members of both PSBs to consider future governance and working arrangements.

2 Workshop purpose and deliverable

The purpose of the workshop is:

- To share the experience of both Boards about what they have learnt about governance, terms of reference, meeting arrangements, working and business support, engagement and communications.
- To propose and agree initial working arrangements for the joint board drawing on these lessons.

Following the workshop the discussions will be written up into a set of working arrangements for the joint board members to review at their first meeting and hopefully adopt to steer it for the first year of operation.

3 Workshop programme

The following programme for the workshop is proposed:

Part 1: Introduction and overview

- Welcome and Introductions – Chair (10 minutes)
- A brief overview of progress on the joint board to date including the joint plan (20 minutes)

Part 2: A review of learning from both Boards

- Introduction to review session and key areas to cover including governance, terms of reference, meeting arrangements and style, working and business support, engagement and communications (15 minutes)
- Small mixed groups to share learning (things to keep and things to avoid) and propose key elements of future working on flipchart (30 minutes)
- Plenary feedback on learning on flipcharts (30 minutes)

Part 3: Future arrangements

- Different small mixed groups to work up proposals for future working in key areas agreed in the plenary – one area per group (30 minutes)
- Plenary sharing and testing of proposals (45 minutes)
- Final review of work completed and to be done (15 minutes)
- Close and working lunch.

4 Logistics

- The meeting is planned for 9.30am to 1pm followed by lunch until 1.30pm on Tuesday 15 November
- It will be held at a venue to be agreed and attendance is face-to-face only.
- The space will need to include seating at tables (cabaret style) for up to 45 people
- We will need space to break the meeting into up to 6 small working groups during the morning.
- We will need one projector and one screen and up to 6 flipcharts or pads of paper and pens.
- It would be helpful for badges to be provided for participants and for a register to be kept of attendance.
- The workshop facilitation will be prepared, undertaken and written up by Keith Moultrie

5 Preparation

If the above outline is agreed then the following actions will be needed:

- Relevant materials on the draft plan and any other relevant materials or updates on progress sent to Keith.
- Keith prepare a set of slides to steer the meeting based on the above.
- Arrange a liaison meeting early November to confirm arrangements and key messages from Chair.

Institute of Public Care
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