

WREXHAM CITY BOARD

Wrexham City Board (WCB) Workshops followed by Board Meeting

Friday 28th November 2025 1 – 4.45 pm

Moneypenny Offices, Western Gateway, Wrexham

ATTENDEES

| Name | Role | Representing |
|--------------------------|-------------------------|--|
| Rachel Clacher | Chair / WCB Member | |
| Graham Williams | Vice Chair / WCB Member | Wrexham Community & Cultural Trust |
| Lt Colonel Nicholas Lock | WCB Member | Royal Welsh Fusiliers, British Army |
| Dawn Roberts-McCabe* | WCB Member | AVOW |
| Jamie Edwards | WCB Member | Wrexham AFC |
| Andrew Ranger MP* | WCB Member | Member of Parliament for Wrexham |
| David Clarke | WCB Member | Wrexham University |
| Ian Edwards | WCB Member | Service Sector in Wrexham |
| Steven Peacock | WCB Member | Coleg Cambria |
| Cllr Nigel Williams | WCB Member | Wrexham CBC – Lead Councillor 2 |
| Jess Tyrer* | WCB Member Support | With MP for Wrexham |
| Dafydd Gwynne | WCB Guest Contributor | Public Health (on behalf of Dr Faye Sheldon) |
| Emily Reddy* | WCB Guest Contributor | Community Cohesion / Multicultural Hub |
| Natalie Nolan* | WCB Guest | UK Government |
| Phill Worthington* | Workshop Speaker | OnSide Charity |

Technical Advice and Support

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| Lisa Scully | WCB Programme Support | WCB Programme Manager |
| Ian Jones | Accountable Body | Wrexham CBC (Programme Support) |
| Mike Corcoran | Advisor to WCB | MA Corcoran (Programme Support) |
| Owen Davies* | Advisor to WCB | Owen Davies Consulting (Programme Support) |

*attendance at workshop section only

PART 1 – WORKSHOPS

Next Steps

The Chair welcome Natalie Nolan, Delivery Lead Pride in Place Programme from the Ministry of Housing, Communities and Local Government. Natalie outlined the next steps following the submission of Wrexham's Plans for Neighbourhood:

- The first week following the submission deadline will be focused on triaging all submissions to ensure that the portal had captured all what it should and that there is no information missing from key sections.

- Assessment of submission – NN reassured that the funding was already allocated and that the assessment process was purely focused on ensuring that the plan was ready for delivery and to fill in any gaps with more detail as required. 4 key areas will be assessed – activities chosen, expenditure, community (their understanding and involvement) and governance and management (sustaining management, any risks).
- It is the Delivery Lead's responsibility to make a presentation of the finalised plan to a Moderation Panel. The outcome from this might be that further information is needed, that we are given feedback and/or provided with conditions for delivery.
- A Memorandum of Understanding will be shared and signed prior to first payment hopefully being released for April.

Workshops 1 and 2

Following short presentations, Board members and guest contributors took part in group discussions and fed back initial thoughts and ideas in relation to draft ideas shared with regards the following:

- Governance and Programme Management Framework (moving from a planning to delivery model).
- Ideas for a Community Engagement Plan for 2026.

The draft ideas for both of these will now be shared with all Board members via email, with a deadline date for feedback. Finalised proposals will be brought to the Board for final consideration and recommendation for approval in the new year.

Workshop 3

A third workshop session reflected on the Board's exploratory journey to date of the Youth Zone model offered by the OnSide national charity. Those present were able to discuss and ask questions.

PART 2 – BOARD MEETING

1. APOLOGIES AND DECLARATIONS OF INTEREST

Following the workshops Rachel Clacher (Chair) called all present to the formal Board meeting.

RC expressed her personal thanks for all the support received in the last few months

Apologies noted from Mark Pritchard, Freya Groom, Leslie Griffiths MS, Andrew Dunbobbin, Daniel Edwards, Isobelle Glover, Alex Jones, Craig Weeks and Dr Faye Sheldon (Dafydd Gwynne attending on behalf of Dr Sheldon).

No declarations of interests were received for this meeting.

2. MINUTES FROM PREVIOUS MEETING AND MATTERS ARISING

The minutes of the previous meeting were approved and accepted as a true record.

Update on the action arising from the meeting on 21st October 2025 was confirmed as follows:

| Action arising from previous meeting | Status |
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| RC to attend a future WCBC Scrutiny Committee on behalf of the WCB during 2026, following final approval of the plan from UK Government in April 2026 and final spend decisions being agreed by WCB. | Not started as final approval for plan not yet received. |

3. PROGRAMME MANAGER QUARTERLY UPDATE

This report provided the board with an overview update of programme manager activity from the last 3 months.

LS advised that reporting has been detailed under 5 key headings that aligned with areas for responsibility in the Programme Manager job description. The Board were invited to feedback on format.

LS also explained that in addition to providing a formal quarterly report to the Board, that herself, the Chair (RC) and the Head of Public Policy and Engagement at Wrexham University (technical line manager for LS) would meet to formally review progress against objectives.

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| Recommendation | It is recommended that the Wrexham City Board note the progress made to date by the WCB Programme Manager. |
| WCB Decision | Report was noted |

4. BUDGET UPDATE AND FINANCIAL SUMMARY

The Board was provided with a current budget position, including spend to date and the accompanying forecast, as at 21st November 2025.

LS confirmed that following the reporting and discussions at the Wrexham City Board meeting on 24 September 2025, that the three updates discussed had been made to the budget lines and are now reflected in the current summary.

The Board were advised that a finalised plan for Community Engagement in 2026, along with a more detailed budget report, will be presented to the Board at its meeting in January 2026. This will support consideration and approval of the proposed project and programme budget requirements for 2026/2027.

LS also explained about the system that AH had established for tracking procurement from Board approval through to invoice payment.

During discussions, it was noted that the proposed capital investment for a possible Youth Zone, had accounted for build costs only and not for land acquisition. IJ explained that the council had limited land of its own in the city centre and recommended that Board should reach out to strategic partners such as the Public Services Board, the Health Board, University and Coleg Cambria etc who own land, to see if they have any possible opportunities within their portfolios for a potential site.

Action: The Chair to formally write to key partners to enquire about possible land sites that might be available.

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| Recommendation | It is recommended that the Wrexham City Board: <ul style="list-style-type: none">• Notes the current budget position, including spend to date and the accompanying forecast.• Agrees the removal of 2023/24 and 2024/25 sections from future reporting.• Provides feedback on the updated report format and suggests any further improvements to ensure it continues to meet Board requirements. |
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| WCB Decision | Report was noted and removal of 2023 /24 and 2024/25 sections from future reporting agreed. |
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5. WREXCHANGE EVENTS

The Board were provided with a report outlining a proposed approach for the planning and delivery of 2 WrexChange events in early 2026 and a request for approval for a total of up to £9 k to fund these events.

It was explained that the first event would be for Strategic Partners and take place on 15th January 2026. This focused session would be designed to strengthen collective understanding, spark collaboration, and build momentum behind shared goals for Wrexham's future. The budget being requested is for a maximum of £6.5 k to cover costs for venue hire, AV equipment, catering, and professional planning/delivery support. Skellon Events has been identified as the preferred local supplier for planning and delivery support on this occasion, based on a strong track record of delivering high-quality, business-focused events.

The second event being proposed would be the first in a planned series of community-focused WrexChange events designed to share the Board's progress, foster meaningful dialogue with residents, and build stronger connections between the Board, local communities, and grassroots organisations. A budget of £2.5 k is being requested to cover venue hire (preferred venue would be Xplore as is central and family friendly), catering, and professional planning / delivery support. Done Together CIC has been identified as the preferred supplier for planning and delivery support for this event, based on their experience of delivering inclusive community / public facing events.

RC encouraged all Board Members to save the 15th January event date and to attend both events if possible (February date t for second event tbc)

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| Recommendation | <p>It is recommended that the Wrexham City Board:</p> <ul style="list-style-type: none"> • Approves budget spend up to the maximum amount detailed for each of the proposed WrexChange events. • Approve the engagement of the preferred suppliers for these events. |
| WCB Decision | Approved by consensus agreement |

6. ANY OTHER BUSINESS

Further to discussions during the update from NN (Delivery Lead for Pride In Place) in part 1 of the session, the Board wished to note their agreement that any non-material changes required to the draft plan would be reviewed and confirmed by the Chair and Vice Chair prior to feeding back to NN via LS as the Programme Manager. Material changes would be considered via the chair, Vice Chair and Governance Group for onward consideration by the Board as recommended.

DG suggested that a completion of a health impact assessment might benefit the planning process for a Youth Zone.

Action: LS to liaise with DG from Public Health to arrange their support in facilitating a health impact assessment session

It was noted that Simon Ellis had formally stepped down from the Board. It was also noted that there were some members that had not responded to the invite to this meeting and previous meeting. It was agreed that between now and March a review of Board membership would be undertaken in line with the evolution of the governance and programme management framework.

This would help to determine relevant representation on a Strategic Board, interest for those wishing to be part of the proposed workstream areas and/ or part of a wider Board network.

Action: LS to enable review as part of the Governance and PM Framework development.

RC thanked all Board Members for their time and contributions.

The next Board meeting will take place mid to late January (date and time tbc). It will be held online and start at 4.30 pm to enable Youth Board Member to attend.

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