

## **One Newport PSB – Strategy & Performance Board**

**Wednesday 28<sup>th</sup> November 2018, 2pm  
Committee Room 2, Civic Centre**

- 1) Minutes and Matters Arising (22<sup>nd</sup> August 2018)
- 2) Action Log (22<sup>nd</sup> August 2018)
- 3) Well-being Plan Performance
  - a. Update so far (Will Godfrey, NCC/ Intervention Leads)
  - b. Reporting to Scrutiny – Way Forward (Nicola Dance, NCC)
- 4) Youth Support Services Board – Reporting arrangements (Louise Moore, NCC)
- 5) PSB Support Funding 2018-19 (Emma Wakeham, NCC)
- 6) PSB Work Programme (Will Godfrey, NCC)
- 7) Any Other Business

### Next Meeting:

Wednesday 20<sup>th</sup> February 2019, 2pm @ TBC

- Agenda items
  - Well-being Plan Performance Update – Qtr.3
  - Terms of Reference for PSB and its sub-groups
- Third Sector Partnership / Community Council

### Terms of Reference (ToR):

Download the [One Newport Strategy & Performance Board ToR \(pdf\)](#)

# Minutes

## Newport Public Services Board (PSB) Strategy & Performance Board

**Date:** Wednesday 22<sup>nd</sup> August 2018  
**Venue:** Committee Room 4, Civic Centre  
**Time:** 2pm

**Present:** Will Godfrey (Chief Executive, Newport City Council); Superintendent Ian Roberts (Gwent Police); David Letellier (Operations Manager for South East Wales, Natural Resources Wales); Lloyd Bishop (Assistant Director of Performance & Information, Aneurin Bevan University Health Board); and Dean Loader (South Wales Fire & Rescue Service).

**Also in Attendance:** Tracy Mckim (Policy, Partnership & Involvement Manager, Newport City Council); Emma Wakeham (Senior Policy & Partnership Officer, Newport City Council); and Wayne Tucker (Partnership Officer, Newport City Council).

**Apologies:** Will Beer (Consultant in Public Health, Public Health Wales); Sara Garland (Head of Service, Newport Locality, Aneurin Bevan University Health Board); Leah Macdonald (Partnership Manager, Aneurin Bevan University Health Board); Eric Bellew (Group Manager, South Wales Fire & Rescue Service); and Beverly Owen (Strategic Director – Place, Newport City Council).

No	Item	Action / Decision
1.	<p><b>Welcome and Introductions</b></p> <p>Will Godfrey welcomed everyone to the meeting.</p>	
2.	<p><b>Minutes of the Previous Meeting (16<sup>th</sup> May 2018) &amp; Matters Arising</b></p> <p>The minutes were agreed as an accurate record with the following matters arising discussed:</p> <ul style="list-style-type: none"> <li>Lloyd Bishop and Sara Garland will remain members of the Board as the representatives from the Health Board.</li> <li>There is still a requirement to check the PSB objectives against individual organisation plans for their synergy.</li> <li>The Community Safety Partnership (Safer Newport) report was presented to PSB. Safer Newport have held their first meeting and agreed ToR. The Sub groups under this are ASB, City Centre &amp; Serious Organised Crime (SOC).</li> </ul> <p><b>It was agreed</b></p> <p>Check your own organisational corporate plans against the PSB well-being objectives.</p>	Board members
3.	<p><b>Caring for the Future</b></p> <p>Jas Bain was unable to attend the Board alongside Ceri Doyle to discuss Caring for the Future. In response it was suggested that instead of bringing this back to the group that this work would be picked up as part of the Strong Resilient Communities Intervention.</p>	

No	Item	Action / Decision
	<p>In addition, Will Godfrey highlighted the importance of being sighted on housing related issues in order to have a better understanding. Therefore it would be useful for the PSB to have a discussion around this in the future.</p> <p><b>It was agreed</b></p> <p>Raise the subject of housing related issues at the PSB.</p>	<p>Will G</p>
<p>4.</p>	<p><b>Well-being Plan Delivery</b></p> <p><u>Update on Intervention Boards</u></p> <p>Following the development of the well-being plan the focus has moved to setting up the Intervention Boards and the work each will carry out moving forward. It was reported that the process for setting up each Board has been moving at different speeds, with a brief update as follows:</p> <ul style="list-style-type: none"> <li>• Sustainable Travel – There have been 2 meetings and conversations have been good. Other work taking place also needs to be considered e.g. South Wales Metro, etc. While they need to try and access information that has already taken place rather than duplicate existing work.</li> <li>• Strong Resilient Communities – They have struggled to get the Board up and running but work is still taking place around Safer Newport. First meeting now arranged.</li> <li>• Right Skills – Ongoing. There is a need to link in to the regional work taking place to further enhance discussions.</li> <li>• Green &amp; Safe Spaces – A workshop is taking place next week to bring partners together to look at the actions for the next 18 months.</li> <li>• Newport Offer – Will Godfrey and Ceri Doyle meet next week. There are lots of different aspects of this intervention including work being carried out by the Newport Economic Network, Destination management, etc.</li> </ul> <p><u>Role of Strategy &amp; Performance Board in relation to performance</u></p> <p>It was discussed whether the group were comfortable with the role of this board in the monitoring of performance? This was difficult to judge at this stage given that we are unable to monitor performance yet.</p> <p>It was noted that this board does act as the mechanism between Intervention Boards and the PSB in order to filter out key info, etc.</p> <p>The 5 Ways of Working are really important in this discussion to make sure the plan follows the sustainable development principle.</p> <p>The direction of travel and what have we achieved is as important as to what the RAG colour is and should be recorded in the delivery plans.</p> <p><b>It was agreed</b></p> <p>Invite Intervention Leads to the Strategy &amp; Performance Board meetings.</p>	<p>Partnership Team</p>

No	Item	Action / Decision
5.	<p><b>Partnership Evaluation Update</b></p> <p>Progress made on the action plan developed from the evaluation in 2017 was discussed including other work that has taken place to support this.</p> <p>It was reported that most of actions were green with only one indicated as amber. This was related to the delivery of the well-being plan and the establishment of the Intervention Boards (previous item refers).</p> <p>In addition, the Wales Audit Office has asked the PSB to present at their best practice seminar regarding the partnership work that is taking place in Pill.</p> <p><b>It was agreed</b></p> <p>To provide more information on the seminar invite to Will Godfrey.</p>	Tracy Mck
6.	<p><b>Communications Plan 2018-19 Review</b></p> <p>An update on this year's Communication Plan was given including progress made against the agreed actions. It was reported that progress was going well with the only amber status being related to the communication of performance.</p> <p>In addition, the protocol shown in Appendix B was originally drafted by a group of representatives from partner communication teams. Given changes to this group it was suggested that this protocol would be circulated through this Comms group for partners to sign up to.</p> <p>The group discussed whether partners were being effective enough when packaging partnership press stories on behalf of the PSB. There is a need to reference One Newport when required to promote the work of the PSB and should be further discussed at PSB.</p> <p><b>It was agreed</b></p> <p>Circulate Comms Protocol to partner Communication teams.</p> <p>Add an item on joint communications to the next PSB.</p>	Nicola D / Wayne T Nicola D
7.	<p><b>PSB Support Funding 2018-19 Update</b></p> <p>An update was given on the projects funded across Gwent, with the following points raised:</p> <ul style="list-style-type: none"> <li>• During 2017-18 there were two projects funded including the Happiness Pulse, which was discussed further. It was stated that there was a lack of understanding of what the data collected actually shows. This information wasn't provided by Happy Cities as expected.</li> <li>• Lloyd Bishop noted that we need to be aware of the National Data Resource: Health &amp; Social Care, which is a national project that will be commissioned over the next few years by Welsh Government.</li> <li>• During 2018-19 there are 3 separate projects including a 2<sup>nd</sup> round of the Happiness Pulse unless the issues that arose last year are not ironed out.</li> </ul>	

No	Item	Action / Decision
	<p><b>It was agreed</b></p> <p>Pass on the feedback given by the Strategy &amp; Performance Board on the Happiness Pulse to GSWAG (regional group).</p>	Emma W / Tracy Mck
8.	<p><b>Well-being Assessment / Community Well-being Profiles Update</b></p> <p>A refresh of the profiles has begun taking into account the latest data and attempting to display the data differently as appropriate. It was reported that as yet we are not ready to display these profiles interactively online but aim to move towards that in the future.</p> <p><b>It was agreed</b></p> <p>Provide an update on the Community Profiles refresh to the PSB.</p>	Emma W
9.	<p><b>PSB Work Programme</b></p> <p>The PSB work programme was examined , with the following points raised:</p> <ul style="list-style-type: none"> <li>• Serious Organised Crime (SOC) – The detail of this presentation is dependent on the time available at the meeting.</li> <li>• There is a need for the PSB to be aware of feedback from the G9 meeting on the 18 September with respect to conversations regarding the merging of PSBs.</li> <li>• There is a need to include an item to update the PSB on areas of common interest e.g. housing, metro, etc.</li> </ul> <p><b>It was agreed</b></p> <p>Check with Huw Jakeway whether Vulnerable Intelligence should be on the next PSB agenda.</p> <p>Add additional items to the PSB agenda (G9 Feedback, Areas of common interest).</p>	Dean L Nicola D
10.	<p><b>Any Other Business</b></p> <p>The following topics were discussed:</p> <ul style="list-style-type: none"> <li>• Tracy Mckim noted a letter received from FG Commissioner to Chair of the PSB regarding the links between health regional boards and PSB. Response will need careful consideration as links are not always made.</li> <li>• Supt Roberts asked whether Safer Newport reporting would be brought to this group alongside the Well-being Plan work, which was agreed.</li> <li>• David Letellier asked about partners needing to better resource the well-being plan and whether this should be further discussed at the PSB. This could include the Intervention Lead’s own organisation taking primary lead for the Intervention.</li> </ul> <p><b>It was agreed</b></p> <p>Add an item to the PSB on partners providing more direct support to the Well-being Plan.</p>	Tracy Mck  Partnership Team

No	Item	Action / Decision
11.	<b>Next Meeting</b> Wednesday 28 <sup>th</sup> November 2018, 2pm @ TBC Items for the agenda to Wayne Tucker.	All

DRAFT