

# Minutes

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

**Date:** Wednesday 15<sup>th</sup> May 2019  
**Venue:** The Board Room, Pye Corner (NRW), NP18 2BT  
**Time:** 2pm

**Present:** Will Beer (Consultant in Public Health, Public Health Wales); Huw Jakeway (Chief Fire Officer, South Wales Fire & Rescue Service); David Letellier (Operations Manager for South East Wales, Natural Resources Wales); Gary Handley (Coleg Gwent); Sara Garland (Head of Service, Newport Locality, Aneurin Bevan University Health Board); Craig Lane (Chief Executive Officer, Newport Citizens Advice); and Chief Superintendent Ian Roberts (Gwent Police).

**Also in Attendance:** Tracy Mckim (Policy, Partnership & Involvement Manager, Newport City Council); Emma Wakeham (Senior Policy & Partnership Officer, Newport City Council); Marietta Evans (Aneurin Bevan University Health Board); and Wayne Tucker (Partnership Officer, Newport City Council).

**Apologies:** Will Godfrey (Chief Executive, Newport City Council); Lloyd Bishop (Assistant Director of Performance & Information, Aneurin Bevan University Health Board); Eric Bellew (Group Manager, South Wales Fire & Rescue Service); Nicola Prygodzicz (Interim Director of Planning & Performance, Aneurin Bevan University Health Board); Ceri Davies (Executive Director, Natural Resources Wales); and Ceri Doyle (Chief Executive, Newport City Homes).

No	Item	Action / Decision
1.	<p><b>Welcome and Introductions</b></p> <p>Will Beer agreed to chair in Will Godfrey's absence and welcomed everyone to the meeting.</p> <p>Marietta Evans' role was introduced as Service Lead for the new Integrated Wellbeing Network in Newport linked to the health, community and local authority hubs across the City, currently based at NCC Civic Centre.</p>	
2.	<p><b>Minutes of the Previous Meeting (20<sup>th</sup> February 2019) &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>• Ongoing discussions with the Scrutiny Committee chair about members having closer links with the Interventions.</li> <li>• Funding was secured for 2019-20 to continue running the Eco Stars Programme, while there is still a need to encourage take up from PSB members.</li> <li>• Newport and Monmouthshire are carrying out additional work on a Futures Risk Register, which will be presented to G10 in June. It was suggested that the group could look at this during a future meeting.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• With respect to thinking about the future (e.g. long-term financial constraints), we need to be mindful of the impact we can have on each other. Therefore, this Board should be willing to discuss these issues on behalf of the PSB (horizon &amp; medium term concerns).</li> <li>• There is still the need to understanding the issue of homelessness more effectively and be more aware how the existing groups support each other.</li> </ul> <p><b>It was agreed</b></p> <p>Encourage sign up to the Eco Stars Programme.</p> <p>Examine the Futures Risk Register at a future meeting.</p> <p>Follow up on the membership of the Homelessness Group and how this group links with Safer Newport.</p>	<p>PSB Members</p> <p>Board members</p> <p>Ian R / Tracy MCK</p>
3.	<p><b>Well-being Plan Annual Report 2018-19</b></p> <p>Emma Wakeham gave an overview of the annual report and its structure. The Board discussed each section, with the following points raised:</p> <ul style="list-style-type: none"> <li>• Each intervention needs to be more integrated and acknowledge links to the other interventions and partnerships e.g. Safer Newport.</li> <li>• The 5 Ways of Working could be a composite and show how it flows throughout the five interventions e.g. a section at the end.</li> <li>• The report sometimes focusses on processes and should be reworded to emphasise the outcomes reached.</li> <li>• The performance measures included could be improved, with the potential of using well-being scores / rating to support this in the future. Stakeholder feedback might also be more useful e.g. Right Skills.</li> <li>• Could the numbers related to each well-being plan step be added to each intervention section?</li> <li>• The inclusion of photos would enhance the report.</li> </ul> <p>With regard to performance the following points were also raised:</p> <ul style="list-style-type: none"> <li>• The Newport 'Offer' has led to more partners being involved that would have previously occurred.</li> <li>• Can the work of Mutual Gain be widened outside of the work of Serious Organised Crime (SOC) to the work of the Strong Resilient Communities intervention?</li> <li>• The 'Wigan Deal' was highlighted, with the potential of being replicated in Newport discussed.</li> <li>• In the future, we should come up with different projects that could be delivered through the well-being plan so they are available when funding is secured. In addition, there should be better criteria when awarding grants that align with the priorities within the well-being plan.</li> </ul>	

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	<p><b>It was agreed</b></p> <p>Make amendments to the draft Annual Report as suggested by the Board.</p> <p>Follow up with own team to provide Crime and ASB data within different areas for use by the Green and Safe Spaces Intervention.</p>	<p>Emma W</p> <p>Ian R</p>
4.	<p><b>Considering the Five Ways of Working – Integration Approach</b></p> <p>There needs to be a better way at dealing with Integration and a process to assist with this e.g. both for Newport and regionally. The aim of this is to reduce the chance of each intervention adversely affecting another.</p> <p>It was stated that this isn't always on the front of our minds when working but we need to be better at this. A more consistent approach on this within the intervention boards would help.</p> <p>This may require the PSB to challenge each other where integration has been lacking and recommend ways to improve.</p> <p><b>It was agreed</b></p> <p>Discuss a process to improve Integration within the well-being plan and provide recommendations to the PSB.</p>	<p>Board members</p>
5.	<p><b>Communication Plan</b></p> <p><u>Review of Communication Plan 2018-19</u></p> <p>The review of the Communications Plan 2018-19 showed that there was only one action recording an amber status. This was for updating the Community Well-being Profiles, which will now be completed this year.</p> <p>Under the regional support funding for PSBs, one of the proposals approved was to develop engaging and innovative methods of communicating progress on well-being plans in annual reports across the five Gwent LA's. Recommendations would be brought back to the PSB later this year.</p> <p><u>Draft Communication Plan 2019-20</u></p> <p>The plan has been updated, with the following changes:</p> <ul style="list-style-type: none"> <li>• Publicise the work of well-being plan following publication.</li> <li>• Better use of social media and hashtags.</li> <li>• Publish the Annual Report 2018-19 and produce an easy read version of the Well-being Plan.</li> <li>• Communications Protocol has been added as an appendix.</li> </ul> <p>It was enquired whether individual organisations communicate relevant work of the PSB back to their own staff.</p> <p><b>It was agreed</b></p> <p>Add Communications as a standing agenda item.</p> <p>Encourage members to communicate relevant PSB messages back within their own organisation.</p>	<p>Wayne T</p> <p>PSB Members</p>

No	Item	Action / Decision
6.	<p><b>Future Meetings and Attendance</b></p> <p>The Board confirmed they were satisfied with the membership and that it was the right level. The need for a vice-chair was discussed, with Will Beer being nominated and accepted.</p> <p><b>It was agreed</b></p> <p>Accepted role of vice-chair of the Strategy &amp; Performance Board.</p>	Will B
7.	<p><b>PSB Work Programme</b></p> <p>The forward work programme was highlighted and any requests for the agenda can be made by getting in touch.</p> <p><b>It was agreed</b></p> <p>Contact <a href="#">Nicola Dance</a> for any item requests to the PSB agenda.</p>	Board members
8.	<p><b>Any Other Business</b></p> <p>No other business was discussed.</p>	
9.	<p><b>Next Meeting</b></p> <p>Wednesday 21<sup>st</sup> August 2019, 2.30pm @ Room C237, Coleg Gwent, City of Newport Campus, Nash Road, Newport, NP19 4TS</p> <p>Items for the agenda to Wayne Tucker.</p>	Board members