

# Minutes

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

**Date:** Wednesday 18<sup>th</sup> August 2021

**Venue:** Microsoft Teams Meeting

**Time:** 2pm

**Present:** David Letellier – Chair (Operations Manager for SE Wales, Natural Resources Wales); Shaun Moody (Group Manager, South Wales Fire & Rescue Service); Leah MacDonald (Head of Service, Newport, Aneurin Bevan University Health Board); Stephen Tiley (Chief Executive, GAVO); and Steve Ward (Chief Executive, Newport Live).

**Also in Attendance:** Tracy McKim (Policy, Partnership & Involvement Manager, Newport City Council); Caoimhe Cantwell (Senior Policy & Partnership Officer, Newport City Council); Nicola Dance (Senior Policy & Partnership Officer, 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); Bev Owen (Chief Executive, Newport City Council); Guy Lacey (Principle / Chief Executive, Coleg Gwent); Ceri Doyle (Chief Executive, Newport City Homes); Craig Lane (Chief Executive, Newport Citizens Advice); Nicola Prygodzicz (Aneurin Bevan University Health Board); and Supt Mike Richards (Gwent Police).

No	Item	Action / Decision
1.	<p><b>Welcome and Introductions</b></p> <p>Members were welcomed to the meeting.</p>	
2.	<p><b>Minutes of the Previous Meeting (26<sup>th</sup> May 2021) &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>Clean Air Day (17 June 2021) was promoted, with activity by partners on the day shared on social media.</li> </ul>	
3.	<p><b>Climate Change Action &amp; Decarbonisation</b></p> <p>Emma Wakeham presented the report for the Board to consider the potential for aligning activity on carbon reduction following discussion at the last PSB meeting and a suggestion by the Chair.</p> <p>In response it was raised that Welsh Government have begun to align some of their funding with carbon reduction. In addition, it is important that the messages put out consider not only the benefits in relation to carbon reduction but the long-term financial benefits. This message will help to bring the public along also.</p> <p>Many organisations are already doing great work in this area, but it is about what we can do collectively and reduce potential duplication of work.</p>	

No	Item	Action / Decision
	<p>The Board agreed to the recommendation to engage with Climate Ready Gwent (if not already) and establish a sub-group to develop a Newport wide Climate Strategy.</p> <p>Requests to join the sub-group were made with a positive response from Steve Ward; David Letellier; and Leah MacDonald.</p> <p>David Letellier offered to chair the sub-group, with Emma Wakeham agreeing to co-ordinate set up.</p> <p><b>It was agreed</b></p> <p>To arrange the sub-group to develop a Newport wide Climate Strategy.</p> <p>To liaise with colleagues within the Health Board to identify a suitable representative.</p> <p>To inform <a href="#">Emma Wakeham</a> if you want to be involved in the sub-group or would like to nominate a representative.</p>	<p>NCC – EW</p> <p>ABUHB – LM</p> <p>Board members</p>
4.	<p><b>Draft Annual Report 2020-21</b></p> <p>Thanks to Wayne Tucker for pulling the draft report together along with others for providing content.</p> <p>There are still some gaps remaining (outstanding or incomplete case studies), which are currently being collated alongside the writing of the Foreword, Additional Plans for the Future and supporting images.</p> <p>The Board gave positive feedback on the report, which was endorsed to go forward to the One Newport meeting in September subject to filling in the gaps.</p> <p><b>It was agreed</b></p> <p>Endorsed draft annual report to be presented to One Newport.</p> <p>To provide any further feedback on the report to <a href="#">Wayne Tucker</a> by the end of August.</p> <p>Follow up with Intervention Leads on attendance at Scrutiny Committee on the 6 October to present the Annual Report.</p>	<p>Board members</p> <p>Board members</p> <p>NCC - ND</p>
5.	<p><b>Well-being Plan Performance – Quarter 1 Dashboards 2021-22</b></p> <p>The intervention lead or their representative presented their quarter 1 dashboard highlighting the key achievements, risks, performance measures and plans for the next quarter.</p> <p>Caoimhe Cantwell noted that the Performance Delivery Framework would be refreshed given establishment of the Regional PSB and local partnership.</p> <p>Each of the dashboards were discussed with the following points raised:</p> <ul style="list-style-type: none"> <li>• The Newport Offer <ul style="list-style-type: none"> <li>– Work around the development of the leisure and well-being centre continues prior to submitting a planning permission.</li> <li>– The development of an Expression of Interest for Newport to be UK City of Culture 2025. A positive reaction has been received locally for this.</li> </ul> </li> </ul>	

No	Item	Action / Decision
	<ul style="list-style-type: none"> <li>- Performance measures are still to be developed and will be agreed in due course.</li> <li>- This dashboard is still draft so needs to be reviewed and agreed before going to One Newport.</li> <li>• Strong Resilient Communities               <ul style="list-style-type: none"> <li>- Awaiting formal announcement on the Ringland Health and Well-being Centre, which has been a long time in development.</li> <li>- Noted that further Participatory Budgeting funding is to be available to support local groups and organisations.</li> <li>- The review of the intervention is scheduled to take place this year taking into account Social Capital and the impact of Covid-19.</li> </ul> </li> <li>• Right Skills               <ul style="list-style-type: none"> <li>- Results from the Right Skills Public Survey is due next month.</li> <li>- Work continues on the development of a Newport Learning Festival / Adult Learners Week.</li> <li>- The intervention will also be utilising Futures Work (Ash Futures), which could support work locally and across the region.</li> </ul> </li> <li>• Green and Safe Spaces               <ul style="list-style-type: none"> <li>- The performance measures are being reviewed currently.</li> <li>- Highlighted Green Prescribing and the aim to roll out across the city.</li> <li>- Thanks, from the fire service for member support to their proposal for a slipway and river rescues.</li> </ul> </li> <li>• Sustainable Travel               <ul style="list-style-type: none"> <li>- Unfortunately, the leads were unable to attend.</li> </ul> </li> </ul> <p><b>It was agreed</b></p> <p>To contact Ceri Doyle and Craig Lane on whether they wanted to highlight anything from the Q1 Sustainable Travel Dashboard that could be shared with the Board.</p>	NCC - WT
6.	<p><b>Regional PSB &amp; Well-being Assessment</b></p> <p>Tracy McKim provided the latest update on the Regional PSB and Well-being Assessment, which was as follows:</p> <p><u>Governance</u></p> <p>Agreed by Council and also been presented to Partnerships Scrutiny, Third Sector Partnership, etc. A Terms of Reference (ToR) needs to be agreed by both the Regional PSB and the local board. These local boards will be delivering on behalf of the Gwent PSB but may also have their own work programme depending on local needs.</p> <p>A date has been set for the new Gwent PSB (early October). One Newport will need to form its own ToR and purpose considering these changes, and this will form part of the next meeting in September.</p>	

No	Item	Action / Decision
	<p><u>Current work</u></p> <p>The deadlines for developing a Gwent Well-being Plan by 2023 are tight, therefore work is ongoing:</p> <p>The <b>Regional Assessment</b> work is now taking shape with an overview group formally taking responsibility for editing submissions, policing timelines and ensuring consistency. Draft versions have been requested from all areas for the beginning of September so collaborative editing can start. Individual authorities have also agreed that work should start on community area assessments – with the idea that each authority will have one ready in September as an example. A common template has been suggested as well as a limit of 15 pages per community assessment – again to ensure consistency.</p> <p>Newport is on track with its work with Torfaen on the Cultural Well-being Assessment and with Blaenau Gwent on the Economic Well-being Assessment, along with producing its first Community Assessment. Support has also been offered to the Overview group as and when required.</p> <p>The <b>Engagement</b> to inform the development of the Well-being Assessment and Well-being Plan commenced on the 16 August and will run until the end of September.</p> <p>A consistent format is being used across the 5 LA areas which will include an e-survey which partners will be asked to share through their networks (this will be branded Gwent PSB using the new social media accounts), printed versions that will be used at events (like Sports in the Park today); and partner packs which can be used by community groups to facilitate discussions. In Newport we will look to boost our responses using Bus Wi-Fi and the new public building Wi-Fi. A copy of the message circulated to the partnership can be found below:</p> <div style="text-align: center;">  <p>Gwent PSB Survey Info.docx</p> </div> <p>The bilingual online link to the Gwent PSB Well-being Survey is as follows:  <a href="https://online1.snapsurveys.com/vs0vtm">https://online1.snapsurveys.com/vs0vtm</a>.</p> <p>As for risks, no major concerns although, as ever, getting responses from seldom heard groups will be the biggest challenge and the FG Commissioner has highlighted the importance of this.</p> <p>Hopefully in Newport we can address this through our equalities networks, and our Wi-Fi technology. Newport has also funded translation of the survey into 9 community languages being mindful of our minority communities.</p>	
7.	<p><b>Communication Plan</b></p> <p>An update on activity related to the Communications Plan was presented by Wayne Tucker. In addition, as we move forward with the Regional PSB and how it affects work locally, we will continue to keep partners informed of these changes via an updated website, Bulletin, Social Media, etc.</p>	

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	<p><b>It was agreed</b></p> <p>Send any relevant information for communication to <a href="#">Wayne Tucker</a> for circulation via the One Newport communication channels.</p>	Board members
8.	<p><b>PSB Work Programme</b></p> <p>The Board were informed of the future work programme of the PSB.</p> <p><b>It was agreed</b></p> <p>To inform <a href="#">Nicola Dance</a> of any comments on the PSB programme or to add in future agenda items.</p>	Board members
9.	<p><b>Any Other Business</b></p> <p>With respect to parking issues at the Royal Gwent Hospital (RGH) it was reported that this is an ongoing issue but there has been no recent deterioration. It was unclear what further detail was needed but this could be provided on request.</p> <p><b>It was agreed</b></p> <p>To contact Bev Owen regarding what specific information was needed in relation to parking at the RGH and liaise with Leah MacDonald to share this with the Board.</p>	NCC – WT
10.	<p><b>Next Meeting</b></p> <p>Wednesday 24<sup>th</sup> November 2021, 2pm</p> <p>Items for the agenda to Wayne Tucker.</p>	Board members