

Minutes

Newport Public Services Board (PSB) Strategy & Performance Board

Date: Wednesday 26th February 2020

Venue: Exec Meeting Room, Head Quarters, St Cadoc's Hospital, Lodge Road, Caerleon, NP18 3XQ

Time: 2pm

Present: Will Beer (Consultant in Public Health, Public Health Wales); Superintendent Mike Richards (Gwent Police); Ceri Doyle (Chief Executive, Newport City Homes); Martin Featherstone (Chief Executive, GAVO); and Eric Bellew (Group Manager, 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); Curtis Jones (Partnership Officer, Newport City Council); and Wayne Tucker (Partnership Officer, Newport City Council).

Apologies: C/Supt Ian Roberts (Gwent Police); Sheila Davies (Interim Chief Executive, Newport City Council); David Letellier (Operations Manager for South East Wales, Natural Resources Wales); Leah MacDonald (Head of Service, Newport Locality, Aneurin Bevan University Health Board); Guy Lacey (Coleg Gwent); and Lloyd Bishop (Aneurin Bevan University Health Board).

No	Item	Action / Decision
1.	<p>Welcome and Introductions</p> <p>Will Beer welcomed everyone to the meeting with introductions given.</p>	
2.	<p>Minutes of the Previous Meeting (20th November 2019) & Matters Arising</p> <p>The minutes were agreed as an accurate record with the following matters arising discussed:</p> <ul style="list-style-type: none"> • With respect to utilising Improvement Cymru within Strong Resilient Communities, it was unclear whether this had been taken forward. • It has been indicated that the Leader has taken over as lead for Newport Offer. It was suggested that a co-lead from another organisation would be beneficial as per the other four interventions. • With regard to homelessness it was noted that there were groups established within Newport along with work streams under the Regional Partnership Board (RPB). • The Future Risk Register was discussed, with it suggested that this could be delayed on the PSB agenda. It was also noted that a session for the Strategy & Performance Board might be useful. Any risks today may be different from those identified initially when the well-being plan was written. 	

No	Item	Action / Decision
	<p>It was agreed</p> <p>To raise with the leads of Strong Resilient Communities about the possibility of using the Improvement Cymru approach within the intervention.</p> <p>Take up with the Leader about the possibility of having a co-lead from another PSB organisation.</p> <p>Request the ToR of the Newport Strategic Housing Group from James Cryer (NCC), map groups and linkages.</p>	<p>NCC – HW & CJ</p> <p>NCC – TMcK</p> <p>NCC – WT / PHW - WB</p>
3.	<p>Well-being Plan Performance – Qtr.3 (2019-20)</p> <p>The group discussed the need for the PSB to acknowledge how each of the partners are involved in the interventions and the work they are doing to meet the steps in the plan.</p> <p>It was agreed</p> <p>Request that the PSB clarify who is leading on each intervention and who are the named officers from each partner organisation who are supporting each Intervention and/or if they're not.</p> <p><u>Green and Safe Spaces (update from Emma Wakeham)</u></p> <ul style="list-style-type: none"> • Funding has been secured for Green Arc but they didn't get funding for the feasibility study within the city centre. <p><u>Strong Resilient Communities (update from Supt Mike Richards)</u></p> <ul style="list-style-type: none"> • There was a feeling that even though engagement from partners was good the group needs to progress on its actions. • Some of the areas to work on moving forward regarding funding for World Café and money available for Participatory Budgeting (a sub group will be established around its governance). • Supt Richards reported that he has offered to chair this Board moving forward to support C/Supt Roberts. It was suggested whether a similar arrangement could be done for Health to support Nicola Prygodzicz e.g. Leah MacDonald. <p><u>Right Skills (update from Martin Featherstone)</u></p> <ul style="list-style-type: none"> • The membership is building quite well along with the quality of discussion. • Million Mentors was raised and whether this was something the PSB could take forward. • The need to challenge the PSB more effectively was also noted. • The importance of adding value and being mindful of the 5 Ways of Working (not business as usual). <p><u>Sustainable Travel (update from Ceri Doyle)</u></p> <ul style="list-style-type: none"> • The key achievements were noted alongside highlighting the current situation with Next Bikes. 	<p>S&P Board members on PSB</p>

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	<ul style="list-style-type: none"> Funding being spent on more electric charging points. It was reported that there was still an issue of PSB partners taking up the opportunity of Eco Stars. The benefits were outlined highlighting that time was running out to get involved. <p>To be agreed</p> <p>Share information on Eco Stars to the group to follow up internally and promote take up at the next PSB meeting.</p> <p><u>Newport Offer</u></p> <ul style="list-style-type: none"> Sheila Davies had passed on that the destination management plan was going to cabinet next month, while the BID AGM was held last night. Regarding one of the risks, that extra money has been identified within the Council budget to be allocated to a cleaner/safe city centre. 	<p>NCC – EW & TMck / NCH - CD</p>
4.	<p>Well-being Plan – Annual Report Options</p> <p>The options available for developing this year’s annual report were discussed including its format and structure.</p> <p>With regard to the format, it was suggested that a hybrid of written report and the use of multimedia (video clips, pictures, QR codes) would be beneficial. It was though noted that this didn’t necessarily have to be polished but allow us to better showcase our progress.</p> <p>On the structure it was suggested that this could be developed around the four objectives rather than the interventions as in year one.</p> <p>To support the development of the report it was stated that partners would be encouraged to share any pictures or video clips of projects that could be used in the report. In addition, the council’s Policy, Partnership, & Involvement Team have offered the support of Curtis Jones to help take photos and/or film any projects/case studies that could be included in the annual report. These can also be used in comms about the PSB and Well-being Plan work.</p> <p>It was agreed</p> <p>Develop an annual report as a hybrid (written report and multimedia) and structure around the four well-being objectives.</p> <p>Contact the PSB and S&P Board to provide any video clips/photos that could be used in the annual report.</p> <p>Offer PSB & S&P Board members the support of Curtis Jones to film and/or take photos of any projects that could be included in the annual report.</p>	<p>S&P Board</p> <p>NCC – PPI Team</p> <p>NCC – PPI Team</p>
5.	<p>Integration Workshop</p> <p>It had been suggested that any workshop should focus on an area such as Ringland to look at Integration and the lessons learned from developments such as the Ringland Hub. The potential of utilising Improvement Cymru was also noted.</p>	

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	<p>The concern that any workshop held would have low attendance was raised with the need to frame this in a way to encourage participation.</p> <p>It was agreed</p> <p>To go ahead and plan an integration workshop around the Ringland Hub.</p>	<p>NCC – PPI Team with PHW - WB</p>
6.	<p>PSB Development Action Plan</p> <p>The development action plan agreed by the PSB was raised, explaining that there were actions that the Strategy & Performance Board would be responsible for working on.</p> <p>These would be split up and looked at across different meetings, with the next meeting focussed around the Well-being Plan review that would require some pre-work.</p> <p>It was agreed</p> <p>Leads to review their section of the well-being plan and suggest any changes that could be made.</p> <p>Share the template utilised by Sustainable Travel.</p>	<p>Intervention Leads</p> <p>NCC - EW</p>
7.	<p>WFG Act – Journey Checkers</p> <p>The Journey Checkers developed by the Future Generations Commissioner’s Office were explained. Not all will be relevant for each intervention and there is also some commonality across the whole plan.</p> <p>It was noted that these may help with reviewing the well-being plan for each intervention.</p> <p>Internally the Council is holding a workshop with the top 43 managers to work through these checkers.</p> <p>It was agreed</p> <p>Share the information already developed highlighting which Journey Checkers are relevant to each intervention.</p>	<p>NCC - EW</p>
8.	<p>Communications</p> <p>A reminder was given asking partners to share good news stories so they could be communicated across the partnership e.g. Bulletin, Website, individual comms, annual report, etc.</p> <p>It was agreed</p> <p>Contact leads to identify good news stories for communication.</p>	<p>NCC – WT</p>
9.	<p>PSB Work Programme</p> <p>The work programme for the PSB was highlighted. The main business of the PSB should be around the well-being plan and the work of the interventions and any cross cutting streams.</p> <p>It was reported that there needs to be awareness for PSB members around ‘Living Wage’. This may require a conversation at PSB and/or someone to</p>	

No	Item	Action / Decision
	<p>come to speak with the PSB. The commissioners 'Fair Work' information could be incorporated.</p> <p>Discussed funding for participatory budgeting from health – this will be reported to the PSB under the SRC workstream (Supt Richards & Will Beer).</p> <p>Also discussed the importance of ensuring that the PSB discussion focussed on WB Plan delivery.</p> <p>It was agreed</p> <p>Look at whether 'Living Wage' could be discussed at a future PSB.</p> <p>To change the PSB agenda to ensure delivery allows for more focussed discussion. All leads to ensure this opportunity is then used at the next PSB.</p>	<p>NCC – ND</p> <p>NCC – TMcK & all Intervention Leads</p>
10.	<p>Any Other Business</p> <p>None.</p>	
11.	<p>Next Meeting</p> <p>Wednesday 12th August 2020, 2pm @ Microsoft Teams</p> <p>Items for the agenda to Wayne Tucker.</p>	<p>Board members</p>