

# Minutes

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

**Date:** Wednesday 20<sup>th</sup> February 2019  
**Venue:** Committee Room 2, Civic Centre  
**Time:** 2pm

**Present:** Rhys Cornwall (Head of People & Business Change, Newport City Council); Will Beer (Consultant in Public Health, Public Health Wales); 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); Steve Saunders (South Wales Fire & Rescue Service); and Chief Inspector Paul Davies (Gwent Police).

**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 Godfrey (Chief Executive, Newport City Council); Superintendent Ian Roberts (Gwent Police); Lloyd Bishop (Assistant Director of Performance & Information, Aneurin Bevan University Health Board); Huw Jakeway (Chief Fire Officer, 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>Rhys Cornwall welcomed everyone to the meeting.</p>	
2.	<p><b>Minutes of the Previous Meeting (28<sup>th</sup> November 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>The PSB are discussing Spatial Planning in the city at their next meeting.</li> <li><a href="#">Guidance from the Future Generations Commissioner</a> has been made available for Scrutiny. The guidance is useful but maybe too detailed.</li> </ul> <p><b>It was agreed</b></p> <p>Circulate the scrutiny guidance to the group for their information.</p>	Emma W
3.	<p><b>Well-being Plan Performance</b></p> <p><u>Update so far</u></p> <p>Rhys Cornwall explained that performance at quarter two was presented to Scrutiny earlier this year. Scrutiny members welcomed the input from the intervention leads and acknowledged that the interventions were at</p>	





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	<p>The group enquired whether the well-being plan could be tweaked and if changes were made would statutory partners need to sign this off?</p> <p>It was stated that a draft would be developed, which the leads can use to collate and finalise their sections of the annual report. Good practice examples from other organisations reports will also be used to assist.</p> <p>It was reported that Natural Resources Wales were looking to produce a vlog that could also be used to support their reporting and that this could enhance the PSB annual report. The group suggested that this could be produced for the Green and Safe Spaces Intervention to see how useful it could be and if successful could be used across the whole plan for 2019-20. The Strategy and Performance Board can provide feedback on the vlog once developed.</p> <p><b>It was agreed</b></p> <p>Check with the Boards within your own statutory organisation on whether they would need to sign off any changes to the well-being plan ready for 2019-20, and advise on governance requirements.</p> <p>Put together a draft template and circulate to the group for comments.</p> <p>Produce a vlog for the Green and Safe Spaces Intervention to report on the work during 2018-19 and bring to Strategy &amp; Performance Board for comments.</p>	<p>Eric B (SWFRS) / Sara G (ABUHB) / David L (NRW)</p> <p>Emma W</p> <p>David L (NRW)</p>
5.	<p><b>Gwent Futures Report</b></p> <p>During this year a Gwent Futures Conference was held in November 2018 for all PSBs across Gwent followed by local workshops for each PSB. The report developed from the Newport workshop will be available shortly.</p> <p>There is a need for each intervention to consider the findings and incorporate these in their work moving forward.</p> <p><b>It was agreed</b></p> <p>Circulate the reports developed from both Gwent Futures Conferences (Gwent-wide and for Newport).</p> <p>Report to your own Intervention Boards to consider the findings from the Newport Gwent Futures report.</p>	<p>Emma W / Wayne T</p> <p>Intervention Leads</p>
6.	<p><b>Relationship between RPB and PSB</b></p> <p>Emily Warren presentation to the PSB on the Regional Partnership Board in December 2018. It was agreed that the minutes from each Board would be shared and a meeting would take place between the two chairs to discuss the future relationship in more detail.</p> <p>The group enquired whether the RPB should be reported to Partnership Scrutiny. It was stated that this wasn't required but might be something to consider.</p> <p><b>It was agreed</b></p> <p>Follow up on the possibility that the RPB reports to Partnership Scrutiny.</p>	<p>Tracy Mck</p>

No	Item	Action / Decision
7.	<p><b>Terms of Reference for PSB and its sub-groups</b></p> <p>The terms of reference for the PSB and its sub-groups have been reviewed, with the main changes made to the Third Sector Partnership (TSP). This update would lead to a representative of the TSP attending each Intervention Board or appropriate working group.</p> <p>It was noted whether the wording around performance management within the Intervention Board ToR could be reviewed. It was stated that this wording may be strong but it is assumed that each Board is given the responsibility by the PSB to deliver each intervention, with full backing of the PSB.</p> <p>Once the ToR are signed off by PSB, each Intervention Board would be required to add their own appendix to the ToR around its membership, networks, sub-groups and any other relevant information.</p> <p><b>It was agreed</b></p> <p>Provide any comments on the Terms of Reference to Wayne Tucker by the end of next week.</p> <p>Add an appendix to the Intervention Board ToR on the details associated with your Board.</p>	<p>S&amp;P Board members</p> <p>Intervention Leads</p>
8.	<p><b>PSB Work Programme</b></p> <p>The work programme for the PSB was highlighted for information.</p>	
9.	<p><b>Any Other Business</b></p> <p>Will Beer raised an issue regarding homelessness and that Health want to deliver outreach provision but there is a problem with locating a vehicle in a specific area. It was noted that Safer Newport should be contacted for discussion.</p> <p><b>It was agreed</b></p> <p>Follow up with Caroline James regarding issues for Safer Newport.</p>	<p>Will B</p>
10.	<p><b>Next Meeting</b></p> <p>Wednesday 15<sup>th</sup> May 2019, 2pm @ Pye Corner, Natural Resources Wales</p> <p>Items for the agenda to Wayne Tucker.</p>	<p>Board members</p>