

Minutes **Newport Public Services Board**

Date: 12 March 2019

Time: 10.00 am, Raglan Barracks, Newport

Present:

Statutory Partners:

Newport City Council: W Godfrey (Chief Executive)

Aneurin Bevan University Health Board (ABUHB): N Prygodzicz; K Dew

South Wales Fire and Rescue Service: E Bellew

Natural Resources Wales: C Davies (Chair)

Invited Partners:

Welsh Government: A John

Office of the Police and Crime Commissioner: J Cuthbert

Heddlu Gwent Police: I Roberts

Probation Service: L Plechowicz

Coleg Gwent: G Handley

Gwent Association of Voluntary Organisations: S Tiley

Newport Third Sector Partnership: C Lane

RSLs: C Doyle

Newport Live: S Ward

Officers:

N Dance (PSB Co-ordinator), B Owen, C James, W Tucker (Newport City Council)
C Jones (Safer Gwent)

104 Regiment Royal Artillery: Capt D Matthews (for item 3)

Newport City Council: Councillor Majid Rahman, Chair, NCC Performance Scrutiny Committee - Partnerships (for item 6)

Apologies: Councillor D Wilcox (Newport City Council), H Jakeway (South Wales Fire and Rescue), CC Julian Williams (Gwent Police), M Featherstone (GAVO), S Aitken (Public Health Wales)

No	Item	Action
1	<p>Welcome and Introductions</p> <p>Cllr D Wilcox sent apologies to the meeting. Vice-Chair C Davies took the Chair for this meeting.</p>	
2	<p>Minutes of the meeting held 11 December 2018</p> <p>Subject to the following amendments, the minutes of the meeting held on 11 December 2018 were confirmed as a true record.</p> <ul style="list-style-type: none"> i) To record C Doyle as present at the meeting ii) To record that J Cuthbert and CC J Williams were attending Gwent Youth Question Time on 14th March <p>Matters Arising</p> <p><u>Minute 2 – Serious and Organised Crime</u></p> <p>A John advised that she was speaking with WG colleagues about the possibility of using social investment bonds to support longer term sustainability of this work.</p> <p><u>Minute 4 – Regional Partnership Board</u></p> <p>It was noted that Cllr D Wilcox and W Godfrey were meeting the Chair of the Regional Partnership Board on 13th March. Cllr Wilcox would also attend a Welsh Government RPB/PSB event on 20th March aimed at furthering engagement. RPB minutes were now being circulated with the PSB agenda.</p>	<p>N Dance</p>
3	<p>104th Regiment Royal Artillery & Armed Forces Covenant</p> <p>The Board received a presentation on work to support the Armed Forces Covenant, which the former LSB had signed in 2013 and 2016.</p> <p>Capt David Matthews of 104 Regiment attended the meeting to outline activity at Raglan Barracks. Members noted 104 Regiment’s interest in supporting community initiatives and that Reservists could bring a range of skills and qualifications to employers. Links to the Right Skills and Strong Resilient Communities work were noted.</p>	

	<p>L Plechowicz reported that further funding had been secured for the “Stomp” diversionary programme targeted at members of the Armed Forces community who came into contact with the Probation Service. Details to be circulated.</p> <p>Agreed:</p> <ol style="list-style-type: none"> I. To receive the presentation. II. To invite Capt Matthews to the Strong Resilient Communities workshop on 4th April. 	<p>L Plechowicz</p> <p>C James</p>
4	<p>Spatial Planning</p> <p>The Board received a presentation on the local development plan (LDP) process, expected outcomes of the LDP and progress to date. It was noted that NCC is working with Cardiff Capital Region on a potential Strategic Development Plan.</p> <p>Agreed – To receive the presentation.</p>	
5	<p>Future Analysis Project</p> <p>The Board received an update on the Future Analysis Project and a report on the outcomes of the Newport Futures Workshop.</p> <p>Members noted the importance of hearing the views of young people.</p> <p>Agreed: Intervention Leads to</p> <ol style="list-style-type: none"> I. report back the findings from the workshop to the Intervention Boards and any working groups; II. incorporate learning into the intervention delivery plans. 	<p>Intervention leads</p>
6	<p>Scrutiny Letter</p> <p>Councillor Majid Rahman, Chair of the Scrutiny Performance Committee – Partnerships presented the Committee’s letter commenting on the Well-being Plan’s Q2 performance reports. The comments were that:</p> <ul style="list-style-type: none"> • The Committee were pleased with the engagement that had taken place and would be ongoing. • The Committee understood that some Intervention Progress Updates were more developed than others as each were at different stages but Members had gained more assurance from additional information provided by the Leads’ presentations and responses to Members’ questions. • The Committee agreed that they needed a clear understanding of the overarching vision from the Public Services Board, the vision for each Intervention and a map of how the five Interventions link. 	

	<ul style="list-style-type: none"> The Committee endorsed the use of the Draft Dashboard template in principle, which should contain clear and meaningful information and be reported alongside measurable Action Plans, developed key performance measures with SMART targets. In addition, the Committee requested focussed narrative be included to explain performance / under performance, progress and plans for the next quarter. <p>The Scrutiny Chair noted that the Committee had found the presentation of the Green & Safe Spaces information particularly helpful in understanding progress.</p> <p>Agreed - To receive the Scrutiny letter.</p>	
7	<p>Local Well-being Plan Delivery – Feedback from Intervention Leads</p> <p>Will Godfrey reported proposed changes to intervention leads as follows:</p> <ul style="list-style-type: none"> Will Godfrey to lead the Newport Offer Ceri Doyle to lead Sustainable Travel with Craig Lane <p>The Board considered update reports from intervention leads on progress in delivering the Local Well-being Plan and recommendations from the Strategy and Performance Board.</p> <p>Members discussed the need to communicate and engage the public and stakeholders in the work of the PSB. Members reiterated that it was particularly important to engage young people and that further consideration was required on how best to achieve this, including potential software solutions.</p> <p>Agreed:</p> <ol style="list-style-type: none"> I. That Will Godfrey leads the Newport Offer intervention and Ceri Doyle leads the Sustainable Travel intervention with Craig Lane II. To note the progress update reports from intervention lead III. That the Engagement Group advises the PSB on engagement tools, in particular ways to engage with young people IV. Boards to identify crossover of activity with other intervention V. Support the idea of a member of Scrutiny being linked to each Intervention. VI. PSB member organisations to sign up to the Eco Stars Programme in support of the project once the funding has been confirmed for 2019-20. 	<p>Engagement Group</p> <p>Intervention Leads</p> <p>Scrutiny & Partnerships Team</p> <p>All</p>

	VII. PSB member organisations provide details on their fleet vehicles to support the audit taking place by the Sustainable Travel Intervention Board.	All
8	<p>Minutes of Strategy and Performance Board – 20th February 2019</p> <p>The minutes of the Strategy and Performance Board (S&PB) were submitted for information.</p> <p>W Godfrey, Chair of S&PB, referred to the importance of consistent representation at the meetings, which was important for monitoring delivery of the Well-being Plan.</p> <p>PSB Members were invited to suggest items for future consideration by Strategy & Performance Board.</p> <p>Agreed – To receive the minutes.</p>	<p>Members of Strategy & Performance Board and intervention leads</p> <p>All</p>
9	<p>Newport Community Safety Engagement Hub</p> <p>The Board received a report on a proposed Community Safety Engagement Hub at Malpas Fire Station. The Hub will provide a home for multi-agency Community Safety engagement, particularly on ASB, enabling partners to share data and information easily and supporting collaborative work.</p> <p>Members were supportive of this initiative.</p> <p>Agreed – To note the report.</p>	
10	<p>Cultural Sector & Well-being / British Transplant Games</p> <p>The Board received a presentation on the British Transplant Games as an example of how the cultural sector contributes to the Well-being Plan. The multi-sport and social four-day event would attract 1,000 competitors and contribute £2.5 M to the local economy.</p> <p>The event offered a range of volunteering opportunities that could be supported by PSB members.</p> <p>Agreed – To note the information.</p>	S Ward
11	<p>PSB and Sub-Group Terms of Reference</p> <p>The Board reviewed the terms of reference for the One Newport PSB and its sub-groups.</p> <p>It was noted that through the Third Sector Partnership ToRs, a third sector representative would be nominated to each of the intervention boards.</p>	

	<p>Agreed</p> <p>I. To approve the terms of reference of the PSB and each of its sub-groups</p> <p>II. Intervention leads to agree with their Intervention Boards (IB) any further specific details to be added to the IB's terms of reference.</p>	Intervention Leads
12	<p>Forward Work Programme</p> <p>The Forward Work Programme was submitted for information.</p> <p>The Chair reminded partners that they have the opportunity to submit items for the agenda.</p>	All
13	<p>Regional Partnership Board Minutes: 24th January 2019</p> <p>Agreed – To note the minutes</p>	
14	<p>Correspondence to the PSB</p> <p>The PSB received for information:</p> <p>I. A letter regarding Welsh Government regarding Regional Support Funding for PSBs in 2019/20</p> <p>II. Letter from Cabinet Secretary Finance regarding Ystadau Cymru (formerly National Assets Working Group) noting that regional groups have been set up to work with PSBs on collaborative asset management.</p>	
15	<p>One Newport Communications</p> <p>The PSB received for information:</p> <p>I. <u>Bulletin – February 2019</u></p> <p>II. <u>Summary of Business – December 2018</u></p>	
16	<p>Meeting dates</p> <ul style="list-style-type: none"> • 9.30 am 20 March 2019: Board development training with Academi Wales • 10 am 11 June 2019 (University of South Wales, City Campus) • 2 October 2019 – meeting to be re-arranged. • 10 am 10 December 2019 (The Friars, Royal Gwent Hospital) 	All to note