

## One Newport PSB – Strategy & Performance Board

**Wednesday 22<sup>nd</sup> November 2017, 1pm**  
**Committee Room 5, Civic Centre**

- 1) Minutes and Matters Arising (23<sup>rd</sup> Aug 2017)
- 2) Action Log (23<sup>rd</sup> Aug 2017)
- 3) SIP Performance – Quarter 2 (2017-18)
  - a. Theme Dashboards
    - i. Safe & Cohesive Communities (Supt Matthew Williams)
    - ii. Economy & Skills (Bev Owen)
    - iii. Health & Well-being (Will Beer)
  - b. Communications – good news story
- 4) Care Closer to Home (Sian Millar, Divisional Director Primary & Community Care, ABUHB)
- 5) PSB
  - a. Summary of Business (12<sup>th</sup> Sept 2017) – information item
  - b. Work programme
  - c. Well-being Plan Consultation Draft
- 6) Any Other Business

### Next Meeting:

Wednesday 28<sup>th</sup> February 2018, 2pm @ Committee Room 5, Civic Centre

- Agenda items
  - Q3 Performance
  - Review of Comms Plan (2017-18) and proposed plan for 2018-19
  - Well-being Plan progress
  - Well-being Plan PMF 2018-19

### Terms of Reference (ToR):

Download the [One Newport Strategy & Performance Board ToR \(pdf\)](#)

# Minutes

## Newport Public Services Board (PSB) Single Integrated Plan (SIP) Board

**Date:** Wednesday 23<sup>rd</sup> August 2017  
**Venue:** Committee Room 5, Civic Centre  
**Time:** 1pm

**Present:** Will Godfrey (Chief Executive, Newport City Council); and Supt Matthew Williams (Gwent Police).

**Also in Attendance:** Keir Duffin (Head of Regeneration, Investment & Housing, Newport City Council); Emma Wakeham (Senior Policy, Partnership & Involvement Officer, Newport City Council); and Wayne Tucker (Partnership Officer, Newport City Council).

**Apologies:** Will Beer (Consultant in Public Health, Public Health Wales); Beverly Owen (Strategic Director – Place, Newport City Council); James Harris (Strategic Director – People, Newport City Council); and Tracy Mckim (Policy, Partnership & Involvement Manager, Newport City Council).

No	Item	Action / Decision
1.	<p><b>Welcome and Introductions</b></p> <p>Will Godfrey welcomed everyone to the meeting.</p>	
2.	<p><b>Minutes of the Previous Meeting (16th May 2017) &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>• Emma Wakeham explained that Will Beer had provided the Care Close to Home Strategy for circulation. It was also suggested that Sian Millar (Aneurin Bevan University Health Board) could attend the next SIP Board to discuss this further alongside James Harris.</li> <li>• It was reported that Happy Cities were awarded the tender for this piece of work. There was still some work to be done on the data, which Data Unit Wales is involved in.</li> </ul> <p><b>It was agreed</b> Discuss the Care Closer to Home Strategy at the next SIP Board in November.</p>	SM & JH
3.	<p><b>SIP Board Terms of Reference</b></p> <p>Will Godfrey explained that in order to develop better links between the SIP Board and the PSB there is a need to review the terms of reference.</p>	

No	Item	Action / Decision
	<p>The board was established under the previous LSB to monitor the Single Integrated Plan but as we are moving towards the development of the Well-being Plan it was felt it was time to review this group.</p> <p>Therefore it has been suggested that we make a number of changes, with the following discussed and agreed:</p> <ul style="list-style-type: none"> <li>• Changing the name to 'Strategy &amp; Performance Board'.</li> <li>• Updating the membership to include all statutory partners.</li> </ul> <p>The work across Gwent was noted and how this fits in with local arrangements and any potential regional arrangements for a PSB.</p> <p><b>It was agreed</b> Update the terms of reference to be discussed at the next PSB meeting.</p>	WT
4.	<p><b>SIP Performance – Quarter 1 (2017-18)</b></p> <p>Each of the Theme dashboards were discussed for Quarter 1.</p> <p>a) <u>Safe &amp; Cohesive Communities Theme</u></p> <p>Supt Matthew Williams gave an overview of Quarter 1, with the following points raised:</p> <ul style="list-style-type: none"> <li>• A lot of work has been done in preparation for the Summer period.</li> <li>• Many activities, events and groups taking place were noted.</li> <li>• There was good media coverage of the work taking place in Pill.</li> <li>• Purple Flag – we are not quite there to apply for this but the process has helped us get where we are.</li> <li>• Rough sleeping and work taking place around this was highlighted.</li> </ul> <p>b) <u>Economy &amp; Skills Theme</u></p> <p>Keir Duffin gave an overview of Quarter 1 on behalf of Bev Owen, with the following points raised:</p> <ul style="list-style-type: none"> <li>• City Centre Masterplan is scheduled to go to Cabinet in January.</li> <li>• The relocation of staff from the Information Station was mentioned to allow the National Software Academy to move into the building.</li> <li>• The Open day at Market Arcade to display potential designs was reported to have been positive.</li> <li>• Energy efficiency schemes are developing well.</li> <li>• There were positive NEET figures for Newport.</li> <li>• Supply and demand for jobs were discussed, with it important to make sure all parts are in place to allow local people to access available jobs.</li> </ul> <p>c) <u>Health &amp; Wellbeing Theme</u></p> <p>Emma Wakeham gave an overview of Quarter 1 on behalf of Will Beer, with the following points raised:</p>	

No	Item	Action / Decision
	<ul style="list-style-type: none"> <li>• Alcohol and Drugs – Home First approach was highlighted as a possible option moving forward.</li> <li>• Performance measures – Will Godfrey queried the RAG status for those where it seemed nothing has been done yet. It was stated that these may need to be changed to Red.</li> </ul>	
5.	<p><b>Communications Plan 2017-18 Progress Update</b></p> <p>A brief update was given by Wayne Tucker reporting that we were on track with the actions identified, highlighting the following points:</p> <ul style="list-style-type: none"> <li>• The Local Assessment of Well-being has been agreed and published to Newport Atlas.</li> <li>• The Annual Report 2016-17 was published and circulated.</li> <li>• A PSB Summary of Business is produced following each PSB.</li> <li>• Press releases have been added to the NCC and One Newport websites e.g. Dementia Friendly City.</li> </ul>	
6.	<p><b>PSB</b></p> <p>A PSB Summary of Business continues to be produced following each PSB and is circulated to partners and public.</p> <p>Emma Wakeham gave a brief progress update on the development of the Well-being Plan. It was stated that the PSB will be asked to agree whether to reduce the number of priorities or focus on cross cutting interventions. Workshops are also planned for late September on those priorities identified to discuss potential interventions.</p>	
7.	<p><b>Any Other Business</b></p> <p>No other business discussed.</p>	
8.	<p><b>Next Meeting</b></p> <p>Wednesday 22<sup>nd</sup> November 2017, 1pm @ Committee Room 5, Civic Centre</p>	