

# Minutes

## Newport Public Services Board

**Date: 20 June 2017: The Friars, Royal Gwent Hospital, Newport**

**Time: 2.00 pm**

**Present:**

**Statutory Partners:**

**Newport City Council:** Councillor D Wilcox (in the Chair); W Godfrey (Chief Executive); T McKim (Partnership Manager); N Dance (PSB Coordinator) E Wakeham (Policy & Partnership Officer), David Price (Work, Skills and Performance Manager), Eleanor Mulligan (Head of Democratic Services – Interim), Elizabeth Blayney (Senior Overview and Scrutiny Officer), Mary Ryan (Service Manager), Rebecca Haycock (VAWDASV)

**Aneurin Bevan Health Board:** K Dew (Independent Member), N Prygodzicz (Interim Director of Planning and Performance)

**South Wales Fire and Rescue Service:** S Jenkins

**Natural Resources (Wales):** Ceri Davies (Executive Director for Evidence, Policy and Permitting), Andrew Robinson (Planning Team Leader)

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**Invited Partners:**

**Welsh Government:** A John (Deputy Director, Communities Division)

**Heddlu Gwent Police:** Supt M Williams

**Public Health Wales:** S Aitken (Interim Director of Public Health)

**Office of Police & Crime Commissioner;** J Cuthbert (Gwent Police and Crime Commissioner); L Webber, (Head of Justice and Rehabilitation)

**GAVO:** K Williams (Assistant Chief Executive Officer)

**RSLs:** C Doyle, Chief Executive, Newport City Homes

**University of South Wales –** Huw Williams (Deputy Vice Chancellor)

**Apologies:** J Farrar (Heddlu Gwent Police), N Davies (Probation Service), W Beer (Public Health Wales), G Handley (Coleg Gwent) and M Featherstone (GAVO), A Willis (Youth Council)

<b>No</b>	<b>Item</b>	<b>Action</b>
<b>1</b>	<p><b>Chair</b></p> <p>Leader of Newport City Council, Councillor Debbie Wilcox, took the Chair.</p> <p>(This was in accordance with the statutory requirement for a representative of Newport City Council to chair the PSB's mandatory meeting following local government elections.)</p>	
<b>2</b>	<p><b>Welcome</b></p> <p>The Chair, Councillor Wilcox, welcomed everyone to the meeting.</p>	
<b>3</b>	<p><b>Minutes</b></p> <p>The Minutes of the meeting of the Public Services Board held on 25 April, 2017 were confirmed as a true record.</p> <p>Re Minute 4, possible reasons for the lower population projections up to 2039 were a lower predicted birth rate, a higher predicted death rate, higher predicted UK migrants and lower predicted overseas migrants.</p>	N Dance
<b>4</b>	<p><b>Appointment of Chair</b></p> <p>Councillor Debbie Wilcox, Leader of Newport City Council, was appointed Chair.</p> <p>(The position of Chair is reviewed in line with the local government electoral cycle)</p>	
<b>5</b>	<p><b>Appointment of Vice Chair</b></p> <p>Ceri Davies, Natural Resources Wales, was appointed Vice-Chair</p> <p>(The Vice-Chair is appointed annually)</p>	
<b>6</b>	<p><b>Terms of Reference</b></p> <p>The Board reviewed its terms of reference (ToR). This was required at the PSB's mandatory meeting following local government elections.</p> <p>New clauses were proposed in relation to the Chair / Vice Chair, disagreements, complaints and financial resources.</p>	

	<p>Members commented as follows:</p> <ul style="list-style-type: none"> <li>• Regarding financial resources, the PSB should aim for the highest standards of financial management and accountability as applied by the Council but should also be able to act quickly and flexibly. It was agreed to re-visit this clause.</li> <li>• Meetings should continue to be held on a quarterly basis with additional meetings when required.</li> </ul> <p>Reference was made to the need to review the partnership structure and ToRs of the sub-groups.</p> <p>The PSB also noted the statutory requirement to invite organisations to participate in the work of the Board following an ordinary local election. This included all existing members with the exception of the four statutory members. PSB members would be asked to confirm their representative.</p> <p>The Board considered community council representation and agreed that this could be provided for through representation on the Community Engagement Group and Third Sector Partnership.</p> <p><b>Agreed</b></p> <ol style="list-style-type: none"> <li>1. The PSB invited its existing members to remain on the PSB.</li> <li>2. That community council representation is afforded through the Newport Third Sector Partnership and Community Engagement Group.</li> <li>3. To continue to hold quarterly meetings with additional ad-hoc meetings when business requires.</li> <li>4. To approve the revised terms of reference, subject to further consideration of the “financial resources” clause.</li> <li>5. To review the ToRs of the subgroups to accord with the Board’s ToRs.</li> </ol>	<p>T McKim /N Dance</p>
<p><b>5</b></p>	<p><b>Partnership Evaluation</b></p> <p>The Board considered the results of the PSB’s partnership evaluation exercise and an action plan for future improvement.</p> <p>The evaluation considered strategic leadership and direction, governance, capacity, engagement, outcomes, merging &amp; collaboration</p> <p>Members noted the feedback which in part reflected that the</p>	

	<p>PSB was still in its forming stage and did not yet have a Local Well-being Plan it was collectively responsible for. The evaluation provided a good benchmark for measuring performance.</p> <p>Reference was made to Welsh Government's "<a href="#">Megan</a>" video which demonstrated what the Well-being of Future Generations (WFG) Act was intended to achieve for future generations. Members commented that it would be helpful to know Welsh Government's expectation of the difference the Act would make to "Megan's life" one year on, to support communications and engagement work. A John agreed to take this back to Welsh Government.</p> <p><b>Agreed</b></p> <ol style="list-style-type: none"> <li>1. To note the results and conclusions of the Partnership Evaluation and agree the action plan.</li> <li>2. To monitor progress.</li> </ol>	<p>A John</p> <p>T McKim /N Dance</p>
<p><b>6</b></p>	<p><b>Scrutiny of the PSB</b></p> <p>The Board noted arrangements for scrutinising the PSB, which were agreed by the Council in May.</p> <p>The PSB would now be scrutinised by a new Performance Scrutiny Committee – Partnerships.</p> <p>Members requested a brief summary of their responsibilities and accountabilities with regard to scrutiny.</p> <p><b>Agreed</b></p> <ol style="list-style-type: none"> <li>1. To note the requirements for Scrutiny as set out by the WFG Act and the update on developing arrangements for PSB Scrutiny.</li> <li>2. To provide PSB members with a summary of their responsibilities and accountabilities with regard to scrutiny.</li> </ol>	<p>Eleanor Mulligan / Elizabeth Blayney</p>
<p><b>6.</b></p>	<p><b>Approach to the Local Well-being Plan</b></p> <p>The Board considered a progress report on the development of the Local Well-being Plan and the further steps proposed for the Plan to be in place by 3 May 2018.</p> <p>A series of workshops had been held in May to identify priorities for the Well-being Plan in areas of environmental and cultural well-being, economic well-being and social well-</p>	

	<p>being. The priorities arising from the workshops were listed in the report.</p> <p>Members noted key factors and planned developments that were outside the control of the PSB. These could be noted as part of the response analysis.</p> <p>Members commented as follows:</p> <ul style="list-style-type: none"> <li>• The connectedness of environmental, cultural, economic and social well-being is important.</li> <li>• The priorities need to be presented as positive statements.</li> <li>• Environmental and Cultural Well-being – there was a possible gap in the priorities in terms of city diversity</li> <li>• Economic Well-being - University of South Wales had not been able to attend the workshops but noted that it had an important role in forging links between education and business</li> <li>• Social Well-being – The priorities “Equalise (up) healthy life expectancy” and “Reduce health inequalities” were considered to be the same. Members noted that the priorities were largely health focused and there was a gap in terms other aspects of social well-being such as housing, advocacy, advice, civic society and community cohesion.</li> <li>• A visual representation would be helpful, showing what the PSB wants to achieve.</li> </ul> <p>The PSB commended the work to date and thanked the officers and groups involved.</p> <p><b>Agreed</b></p> <ol style="list-style-type: none"> <li>1. To note progress made and agree priorities identified in the workshops, subject to the comments made by members.</li> <li>2. To agree the methodology outlined in the next steps and timescales, so this can be shared with the Future Generations Commissioner.</li> <li>3. To ensure that appropriate support is given to the sub-group to develop the response analysis and local well-being plan.</li> </ol>	<p>T McKim, E Wakeham, A Robinson, L MacDonald, J Scrivens</p> <p>All</p>
<p><b>7</b></p>	<p><b>Violence against Women, Domestic Abuse and Sexual Violence (VAWDASV) - Governance and Reporting Arrangements</b></p> <p>The Board considered proposals for governance and reporting from the South East Wales VAWDASV Partnership Board into the five PSBs. Gwent is the Welsh Government</p>	

	<p>pilot area for regional development and co-ordination of the VAWDASV agenda. A Partnership Board had been established to develop, approve and monitor the regional VAWDASV strategy however governance sat with the PSB.</p> <p><b>Agreed</b></p> <ol style="list-style-type: none"> <li>1. To note the PSB's role as key accountable partner in the delivery of the VAWDASV strategy.</li> <li>2. That the statutory responsibilities under the VAWDASV (Wales) Act 2015 be discharged through the VAWDASV Partnership Board.</li> <li>3. To note that an annual VAWDASV report against the strategy will be reported to the PSB in support of well-being plans submitted to Welsh Government.</li> </ol>	<p>R Haycock / M Ryan</p>
<p><b>8</b></p>	<p><b>Domestic Homicide Reviews (DHRs) – Regional Governance</b></p> <p>The PSB noted their responsibility in the arrangements for Domestic Homicide Reviews (DHRs) and considered a proposed new way of working for DHRs whilst maintaining the current governance arrangements through the PSB.</p> <p>The proposal was to more closely align DHR processes with statutory Safeguarding Adults/Child Practice Reviews. This would have the advantages of pooling expert knowledge, helping to identify any need for other reviews, limiting the impact on families of multiple reviews and developing a consistent approach.</p> <p><b>Agreed</b></p> <ol style="list-style-type: none"> <li>1. To endorse the proposal contained in this report.</li> <li>2. That DHR referrals are initially made to the PSB Chair who will notify the Safeguarding Board in order to convene the Joint Review Group and decide whether a single or joint review will proceed.</li> <li>3. That the PSB Chair/representative attends the Joint Review Group to discuss.</li> <li>4. That recommendations from the Joint Review Group be reported back to the PSB by the Chair/representative.</li> </ol>	<p>R Haycock / M Ryan / Chair</p>

<p><b>9</b></p>	<p><b>Single Integrated Plan 2016/17 – Annual Report</b></p> <p>The Board considered the final version of the SIP Annual Report which set out the PSB’s progress against the themes and priorities for 2016-17.</p> <p>The three themes were</p> <ul style="list-style-type: none"> <li>· Economy and Skills</li> <li>· Health and Wellbeing</li> <li>· Safe and Cohesive Communities</li> </ul> <p>There had been positive progress with no major concerns reported.</p> <p>The next step for the Plan was consideration by the Council’s Scrutiny function.</p> <p><b>Pill Action Update</b></p> <p>Supt M Williams reported on progress on the Pill area plan. There was a focus on engagement with the community and developing solutions to bring long term benefits as well as tackling immediate problems.</p> <p>The pursuit of drug dealers had delivered early results and work was ongoing through a multi- agency approach.</p> <p>The Pill Area Focus Group was looking at interventions in particular areas of Pill and initiatives with young people.</p> <p>An inter-faith food festival would be held in the Autumn.</p> <p>Members noted the good progress and agreed there was a need to communicate the positive developments.</p> <p><b>Agreed</b></p> <ol style="list-style-type: none"> <li>1. To note progress against the Single Integrated Plan (SIP) and publish the Annual Report 2016/17 following presentation to the Performance Scrutiny Committee – Partnerships.</li> <li>2. To raise awareness and communicate the positive progress in Pill.</li> </ol>	<p>T McKim / N Dance / Theme leads</p> <p>All</p>
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<p><b>10</b></p>	<p><b>Apprenticeships</b></p> <p>The Board considered a report regarding apprenticeship programmes and a proposal to create a PSB shared apprentice model. This would provide a coordinated approach to apprenticeships, offer apprentices wider work experience and learning, and enable the PSB to quantify its collective impact on the skills agenda.</p> <p>It was noted that different organisations have arrangements in place and any change would need to consider these.</p> <p><b>Agreed</b></p> <ol style="list-style-type: none"> <li>1. PSB members to explore the scope and opportunity to deliver Apprenticeships within their organisation.</li> <li>2. To complete a mapping exercise of PSB organisations activity with apprenticeships in order to promote and identify collaborative opportunity.</li> <li>3. To coordinate through the PSB “Economy and Skills” theme, the impact of PSB member apprenticeships and how the approach can be coordinated in the future.</li> <li>4. To create a shared apprenticeship pilot programme as an example of what could be achieved.</li> </ol>	<p>D Price / All</p>
<p><b>11</b></p>	<p><b>Forward work Programme</b></p> <p>The draft forward work programme was submitted.</p> <p>Items to date for the 12 September meeting:</p> <ul style="list-style-type: none"> <li>• SIP 2017/18 Q1 performance reports</li> <li>• Safer Gwent</li> </ul> <p>Members to review their requirements for the forward programme and notify the PSB coordinator.</p>	<p>All</p>
<p><b>10.</b></p>	<p><b>Date of Future Meetings</b></p> <ul style="list-style-type: none"> <li>• 12 September 2017 (Newport City Homes, Nexus House)</li> <li>• 11 October 2017 (TBC) (additional meeting to consider Consultation Draft of the Local Well-being Plan)</li> <li>• 12 December 2017</li> </ul>	<p>All</p>