

## **One Newport PSB – Strategy & Performance Board**

**Wednesday 22<sup>nd</sup> August 2018, 2pm  
Committee Room 4, Civic Centre**

- 1) Minutes and Matters Arising (16<sup>th</sup> May 2018)
- 2) Action Log (16<sup>th</sup> May 2018)
- 3) Caring for the Future (Housing Sector – Ceri Doyle / Jas Bains)
- 4) Well-being Plan Delivery
  - a. Update on Intervention Boards (Will Godfrey)
  - b. Role of Strategy & Performance Board in relation to performance
- 5) Partnership Evaluation Update (Wayne Tucker / Tracy Mckim)
- 6) Communications Plan 2018-19 Review (Wayne Tucker)
- 7) PSB Support Funding 2018-19 Update (Emma Wakeham)
- 8) Well-being Assessment / Community Well-being Profiles Update (Emma Wakeham)
- 9) PSB Work Programme (Will Godfrey)
- 10) Any Other Business

### Next Meeting:

Wednesday 28<sup>th</sup> November 2018, 2pm @ TBC

- Agenda items
  - Well-being Plan Performance Update – Qtr.2

### Terms of Reference (ToR):

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

# Minutes

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

**Date:** Wednesday 16<sup>th</sup> May 2018  
**Venue:** Committee Room 5, Civic Centre  
**Time:** 1.30pm

**Present:** Will Godfrey (Chief Executive, Newport City Council); and Superintendent Ian Roberts (Gwent Police).

**Also in Attendance:** Tracy Mckim (Policy, Partnership & Involvement Manager, Newport City Council); Emma Wakeham (Senior Policy & Partnership Officer, Newport City Council); Keir Duffin (Head of Regeneration, Investment & Housing, Newport City Council); Leah Macdonald (Partnership Manager, Aneurin Bevan University Health Board); and Wayne Tucker (Partnership Officer, Newport City Council).

**Apologies:** Will Beer (Consultant in Public Health, Public Health Wales); Sara Garland (Head of Service, Newport Locality, Aneurin Bevan University Health Board); David Letellier (Operations Manager for South East Wales, Natural Resources Wales); Lloyd Bishop (Assistant Director of Performance & Information, Aneurin Bevan University Health Board); Jeff Scrivens (Group Manager, South Wales Fire & Rescue Service); and Beverly Owen (Strategic Director – Place, Newport City Council).

No	Item	Action / Decision
1.	<p><b>Welcome and Introductions</b></p> <p>Will Godfrey welcomed everyone to the meeting.</p> <p>It was noted that there are two nominated representatives from health (SG and LB), need to check on the correct nominee.</p>	Leah M to confirm
2.	<p><b>Minutes of the Previous Meeting (28<sup>th</sup> February 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>• There were bids from the Newport area to the PCC funding but it was felt that more bids could have been submitted. It was suggested that for the next round of funding that the information is also sent to Karen Williams (Communities First).</li> <li>• Chasing information from the Fire Service on the Suicide Signs project to communicate to the partnership.</li> <li>• An update on Mini Police was received from Gwent Police, which was compiled and circulated via the One Newport email.</li> <li>• A PSB Protocol was being drafted by PSB member comms teams, which will be added as an appendix to the Communications Plan once agreed. The original lead on this (Newport City Homes) is now unable to continue this piece of work so further discussion is required to decide who will lead on this.</li> </ul>	

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	<ul style="list-style-type: none"> <li>The governance arrangements for partners still need to be followed up on. Individual organisations need to check their own corporate plans that they reference the PSB Well-being Objectives and synergy with the Well-being Plan.</li> <li>Caring for the Future was discussed and it was agreed that this would be added to the next agenda (August) for further discussion before sending a proposal to the PSB.</li> </ul> <p><b>It was agreed</b></p> <p>Circulate information to the partnership on the Suicide Signs project.</p> <p>Check up on the governance arrangements for partner organisations.</p> <p>Check corporate plans for reference to the PSB Well-being Objectives and synergy with the Well-being Plan.</p> <p>Attend the next meeting to discuss the 'Caring for the Future' report.</p>	<p>Wayne T</p> <p>Will G</p> <p>PSB member organisations</p> <p>Jas Bains (Hendre Limited)</p>
3.	<p><b>SIP Draft Annual Report 2017-18</b></p> <p>The final content for the annual report needs to be provided by <u>Friday 1<sup>st</sup> June</u> ready to finalise before it is presented to the PSB on the 12<sup>th</sup> June. This report will then be presented to the Partnership Scrutiny Committee on the 25<sup>th</sup> July.</p> <p><u>Communications</u></p> <p>It was discussed how we could communicate the annual report, with it suggested that we could use the foreword from the PSB chair.</p> <p><b>It was agreed</b></p> <p>Write the foreword on behalf of the PSB chair.</p> <p>Circulate a news article on the final SIP annual report.</p>	<p>Huw W (NCC)</p> <p>Wayne T</p>
4.	<p><b>Well-being Plan Delivery</b></p> <p><u>Delivery &amp; Performance Framework 2018-19</u></p> <p>It was reported that slight changes were made to the final version of the framework including the look of the document e.g. font and colour.</p> <p><u>PSB Leads and next steps</u></p> <p>The Policy, Partnership and Involvement Team will meet with the identified PSB Intervention Leads to discuss the next steps including possible membership of the Intervention Boards, future arrangements and planning their first meeting.</p> <p>The Board discussed potential project &amp; admin support for each intervention from organisations other than the Council, which could be followed up during the initial meetings with the leads.</p> <p>Policy, Partnership &amp; Involvement Team would still be involved in supporting the interventions moving forward to make sure that there is consistency and reduce the chance of duplication.</p>	

No	Item	Action / Decision
	<p><b>It was agreed</b></p> <p>Report on progress made on the Intervention Boards at the next meeting.</p> <p>Terms of reference to be drafted.</p> <p>Arrange meetings with the PSB Intervention Leads to discuss the next steps for each Intervention.</p>	<p>Intervention Leads</p> <p>Emma W</p> <p>Emma W / Huw W / Caroline J / Nicola D (NCC)</p>
5.	<p><b>Safer Gwent – Community Safety Governance</b></p> <p>Tracy Mckim gave an overview of the report produced on behalf of Safer Gwent including the current gaps in governance. There is a requirement in law to have a Community Safety Partnership / cover the statutory responsibilities under the Crime and Disorder Act.</p> <p>It was noted that it was intended for the report to go to the PSB for discussion in June but there was a need to think about the potential issues that exist locally given that the SIP has come to an end.</p> <p>The Board looked at a diagram that’s been produced showing how the work was reported under the SIP’s Safe &amp; Cohesive Communities Theme and how this fit with the new Well-being Plan structures.</p> <p>It was suggested we could include ‘Safer Newport’ as part of Strong Resilient Communities or we could make ‘Safer Newport’ a separate stream of activity with structures outside of the Well-being Plan structure, which will feed into Safer Gwent and the PSB as and when required.</p> <p><b>It was agreed</b></p> <p>To set up a separate stream of activity for ‘Safer Newport’ outside of the PSB / Well-being Plan structures.</p> <p>Produce a cover report for the Safer Gwent report on what we are going to do locally regarding Safer Newport.</p>	<p>Strategy &amp; Performance Board</p> <p>Tracy Mck / Supt Roberts</p>
6.	<p><b>Flexible Funding</b></p> <p>Keir Duffin explained about flexible funding, which brings together a number of separate funding streams into one funding stream / contract e.g. Families First, Flying Start, Supporting People, etc.</p> <p>This is work in progress, with Welsh Government also asking each path finder what this means locally. In year 1 we still have to report on how money is spent in each area (currently a hybrid model).</p> <p>For the PSB it does allow us to make sure this funding aligns with the actions in the well-being plan along with any future opportunities locally e.g. around skills.</p> <p><b>It was agreed</b></p> <p>To report to the PSB to include partner implications (see PSB work programme).</p>	<p>Keir D</p>
7.	<p><b>Future Trends Report – Ash Futures</b></p> <p>Emma Wakeham highlighted the future trends report, which was paid for</p>	

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	<p>by Gwent PSB funding. This includes both a large detailed report and a summary report that has been developed by Ash Futures.</p> <p>This was an interesting report that has thrown up some useful information. The next stage concerns how this will be used by PSB's, with meetings scheduled to discuss this.</p>	
8.	<p><b>PSB Work Programme</b></p> <p>There have been some changes made to the schedule including moving the agenda items on the Newport Intelligence Hub and the Partnership Evaluation to a later meeting.</p> <p><b>It was agreed</b></p> <p>Provide an update on apprenticeships across PSB members at the next PSB meeting in June.</p>	Keir D / David P (NCC)
9.	<p><b>Any Other Business</b></p> <p>There was a need to look at the membership of this Board moving forward in light of establishing Intervention Leads.</p> <p><b>It was agreed</b></p> <p>Invite all Intervention Leads to future Board meetings.</p>	Will G / Tracy Mck
10.	<p><b>Next Meeting</b></p> <p>Wednesday 22<sup>nd</sup> August 2018, 2pm @ TBC</p> <p>Items for the agenda to Wayne Tucker.</p>	All