

# Minutes

## Newport Public Services Board

**Date:** 12 September 2017: Newport City Homes, Nexus House, Newport

**Time:** 10.00 am

**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 , K Duffin

**Aneurin Bevan Health Board:** N Prygodzicz

**South Wales Fire and Rescue Service:** J Scrivens

**Natural Resources (Wales):** S Morgan

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**Invited Partners:**

**Welsh Government:** A John

**Heddlu Gwent Police:** Supt M Williams

**Public Health Wales:** W Beer

**Office of Police & Crime Commissioner;** J Cuthbert, L Webber,

**GAVO:** M Featherstone

**RSLs:** C Doyle

**University of South Wales** – T Griffin

**Apologies:** K Dew (Aneurin Bevan University Health Board), C Davies (Natural Resources Wales) J Williams (Heddlu Gwent Police), N Davies (Probation Service), S Aitken (Public Health Wales), H Williams (University of South Wales)

No	Item	Action
1	Minutes	N Dance

	<p>The Minutes of the meeting of the Public Services Board held on 20 June, 2017 were confirmed as a true record.</p> <ul style="list-style-type: none"> <li>• Re Minute 6: Terms of Reference – N Dance reported that the financial resources clause had been simplified. The terms of reference would be circulated to members and published on the One Newport website.</li> <li>• Re Minute 8: Scrutiny of the PSB – T McKim reported that Welsh Government had issued new guidance to Scrutiny Committees regarding PSB scrutiny. The guidance would be taken into account in preparing a summary note for PSB members on their roles and responsibilities with regard to scrutiny.</li> <li>• Re Minute 13: Apprenticeships - Members were requested to return any outstanding questionnaires regarding apprenticeships so that a potential PSB apprenticeship model could be developed.</li> </ul>	<p>T McKim</p> <p>All</p>
<p><b>2</b></p>	<p><b>Local Well-being Plan Development</b></p> <p>The Board considered progress to date on the development of the Local Well-being Plan and the further steps proposed for the Plan to be in place by 3rd May 2018.</p> <p>The next step was a series of workshops with wider partners to identify interventions to address the PSB's thirteen emerging priorities.</p> <p>Well-being objectives also needed to be developed to reflect where the PSB considered collective action could be taken to impact positively on the state of well-being of the area.</p> <p>Members commented on the need to connect local people with the Plan and agreed that this would best be achieved through engagement work focused on the interventions.</p> <p><b>Agreed</b></p> <p>That the PSB identifies a number of key cross-cutting interventions that would span the 13 priorities and maximise contribution to all the Well-being Goals.</p>	<p>Sub group:</p> <p>T McKim, E Wakeham, J Scrivens, L MacDonald, A Robinson</p>
<p><b>3</b></p>	<p><b>Scrutiny of the PSB</b></p> <p>As part of the newly agreed process for scrutiny of the PSB, the Chair of the Performance Scrutiny Committee – Partnerships, Councillor Majid Rahman, had written to the PSB following the Committee's inaugural meeting.</p>	

	<p>The letter outlined the Committee’s comments on the PSB’s Single Integrated Plan Annual Report, noted that the Scrutiny Committee had received the Local Well-being Assessment for information and outlined the timetable for receipt of reports from the PSB going forward.</p> <p>Councillor Rahman attended the meeting as part of the process of developing links between the Scrutiny Committee and the PSB. He indicated that the discussions with SIP theme leads regarding the Annual Report had been robust and helpful.</p> <p>The Board indicated that it wished to work positively with the Scrutiny Committee. The Chair suggested that PSB members may wish to attend a meeting of the Scrutiny Committee to see how it operates. Individual PSB members, including NRW, University of South Wales, the Police and Crime Commissioner, offered to present to Scrutiny on the work they do. Councillor Rahman indicated that he would be inviting PSB members to present to the Committee.</p> <p><b>Agreed</b></p> <p>That this minute be shared with the Scrutiny Committee.</p>	<p>T McKim</p> <p>N Dance</p>
<p><b>4</b></p>	<p><b>PSB Sub-groups – Terms of Reference</b></p> <p>The Board considered a report which proposed amendments to the terms of reference (ToRs) of the PSB’s sub-groups.</p> <p>Members commented on the need to include reference to public involvement and participation in the ToRs for the Community and Engagement Group.</p> <p><b>Agreed</b></p> <ul style="list-style-type: none"> <li>i. To change the name of the Single Integrated Plan (SIP) Board to the ‘One Newport Strategy &amp; Performance Board’; to extend the membership of the Board to include all statutory members (Newport City Council; Aneurin Bevan University Health Board; South Wales Fire &amp; Rescue Service; and Natural Resources Wales); and to approve the updated roles &amp; responsibilities.</li> <li>ii. Statutory members to nominate representatives to sit on the Strategy and Performance Board</li> <li>ii. To approve the revised terms of reference for the Well-being Plan Sub-group, the Single Integrated Plan Theme Board and the Single Integrated Plan Priority Working Group.</li> </ul>	<p>Statutory members</p>

	<p>iii. To approve the revised terms of reference for the Community Engagement Group subject to referencing public involvement and participation.</p> <p>iv. To note that the delivery theme boards will be reviewed in April to reflect the requirements of the Wellbeing Plan.</p>	T McKim,
5	<p><b>Single Integrated Plan – Quarter 1 Performance Report</b></p> <p>The key themes within the Single Integrated Plan were:</p> <ul style="list-style-type: none"> <li>• Economy &amp; Skills</li> <li>• Health &amp; Wellbeing</li> <li>• Safe &amp; Cohesive Communities</li> </ul> <p>A performance dashboard had been compiled for each of the themes for the first quarter and each was circulated to the PSB. The dashboards set out a summary of performance under the headings:</p> <ul style="list-style-type: none"> <li>• Key achievements &amp; successes</li> <li>• Underperformance &amp; risks</li> <li>• Key performance measures</li> <li>• Plans for next quarter</li> </ul> <p>Lead Officers updated the PSB on progress and responded to questions.</p> <p><b>Pill Action – Update</b></p> <p>Supt Matt Williams updated the Board on the range of action underway in Pill. This included a number of high profile police operations, and joint activity with partners and the community, such as Operation Absorb, which had received positive feedback.</p> <p>Initiatives were developing which focused on young people and life choices.</p> <p><b>Agreed</b></p> <p>To note the reports.</p>	
6	<p><b>Letter from Newport Business Improvement District</b></p> <p>Will Godfrey reported that a letter had been received from Newport Now, the Newport Business Improvement District (BID), regarding anti-social behaviour in the city centre. This was a collective matter for the PSB and it was considered that the Manager of Newport Now should be invited to a future meeting to discuss the BID's concerns.</p> <p>Members requested an update on the City Centre</p>	

	<p>Masterplan to gain a fuller understanding of what was proposed.</p> <p><b>Agreed</b></p> <ul style="list-style-type: none"> <li>i. To invite the Manager of Newport Now to a future meeting of the PSB to discuss the BID's concerns.</li> <li>ii. To receive a presentation on the City Centre Masterplan at a future meeting.</li> </ul>	<p>W Godfrey B Owen</p>
<p><b>7</b></p>	<p><b>Information Station</b></p> <p>W Godfrey reported that NCC had been approached by the Welsh Government (WG) to view the Information Station in the city centre as a potential location for the National Software Academy (NSA) - a WG / Cardiff University partnership project. The Academy was now expanding and required new premises in order for it to remain in Newport.</p> <p>The Information Station (branded One Newport Information Station) provides some NCC services and a limited number of partner services.</p> <p>The intention is to lease the top three floors of the building to NSA. Steps will be undertaken to ensure that this would not impact on One Newport partnership teams.</p> <p><b>Agreed</b> To note the information.</p>	
<p><b>8</b></p>	<p><b>Gwent Police Strategic Intelligence Assessment</b></p> <p>This item was removed from the agenda.</p>	
<p><b>9</b></p>	<p><b>Welsh Carbon Budgets: Call for Evidence</b></p> <p>A Call for Evidence had been issued by the UK Committee on Climate Change (UKCCC) which would inform the advice they provide to Welsh Government on setting carbon budgets and interim targets for Wales.</p> <p>A PSB response, prepared and submitted by NCC and NRW ahead of the 11 September deadline, was tabled for information.</p> <p><b>Agreed</b> To note the response.</p>	

<b>10</b>	<b>Forward Work Programme</b>  The forward work programme was submitted. Members were requested to advise of any further items.	
<b>11</b>	<b>Meeting dates</b>  21 November 2017 – Civic Centre 12 December 2017 – City Campus, University of South Wales	