

Newport Public Services Board – Single Integrated Plan Board

**Wednesday 22nd February 2017, 2pm
Committee Room 5, Civic Centre**

- 1) Minutes and Matters Arising (23rd November 2016)
- 2) Action Log (23rd November 2016)
- 3) Pillgwenlly Area Focus Plan
 - a. Discussion to facilitate work across the three themes
- 4) SIP Performance – Qtr. 3 (2016-17)
 - a. Safe & Cohesive Communities (Supt Glyn Fernquest/ Matt Williams)
 - b. Economy & Skills (Beverly Owen)
 - c. Health & Wellbeing (Will Beer)
 - d. Communications – Good News Story
- 5) PSB Summary of Business
 - a. 13th Dec 2016 – Information Item
 - b. 2nd Feb 2017 – Information Item
- 6) Any Other Business

Next Meeting:

May 2017 - TBC

Terms of Reference (ToR):

The current SIP Board ToR can be accessed via the following link: [One Newport SIP Board ToR \(pdf\)](#)

Minutes

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

Date: Wednesday 23rd November 2016
Venue: Committee Room 5, Civic Centre
Time: 2pm

Present: Will Godfrey (Chief Executive, Newport City Council); Mike Nicholson (Strategic Director – People, Newport City Council); and Will Beer (Consultant in Public Health, Public Health Wales).

Also in Attendance: Tracy Mckim (Policy, Partnership & Involvement Manager, Newport City Council); Keir Duffin (Regeneration, Investment & Housing, Newport City Council); Emma Wakeham (Policy, Partnership & Involvement Officer, Newport City Council); and Wayne Tucker (Administrative Assistant, Newport City Council).

Apologies: Superintendent Glyn Fernquest (Gwent Police); Inspector Matthew Williams (Gwent Police); Neil Taylor (Office of the Police & Crime Commissioner for Gwent); and Beverly Owen (Interim Strategic Director – Place, Newport City Council).

No	Item	Action / Decision
1.	<p>Welcome and Introductions</p> <p>Will Godfrey welcomed everyone to the meeting.</p> <p>The role of the SIP Board moving forward was discussed in light of the establishment of the PSB and associated workstreams (Local Assessment of Wellbeing and Wellbeing Plan). It was agreed that further discussion was needed before agreeing the future structure.</p>	
2.	<p>Minutes of the Previous Meeting (18th May 2016) & Matters Arising</p> <p>The minutes were agreed as an accurate record with no matters arising.</p>	
3.	<p>SIP Performance – Qtr. 2 (2016-17)</p> <p>The SIP Performance Dashboards for Qtr. 2 (2016-17) for each of the three Priority Themes were presented to the group and discussed.</p> <p>a) <u>Safe & Cohesive Communities Theme</u></p> <p>The Qtr. 2 Dashboard was examined, with the following raised:</p> <ul style="list-style-type: none"> • Tracy Mckim gave an update from Superintendent Fernquest & Inspector Williams: <ul style="list-style-type: none"> – They both were happy with the progress of the safe and cohesive plan for Pill that will begin to translate to action over the coming days and weeks. This will be reviewed formally at the next Theme Board meeting (5th Dec) and will be fed back at the next PSB (13th Dec). 	

No	Item	Action / Decision
	<p>d) <u>Communications – Good News Story</u></p> <p>It was stated that there were a few good news stories that could be circulated across the partnership but was agreed that something on apprenticeships would be publicised.</p> <p>It was agreed Provide a good news article on Apprenticeships for circulation to the partnership.</p>	Keir Duffin
4.	<p>Communication Plan 2016-17</p> <p>Wayne Tucker explained that a communication consultation recently took place, with 32 responses received. The main points found were as follows:</p> <ul style="list-style-type: none"> • Communication is better with partners than the public. • Generally partners access our communication methods and find them helpful. • From the feedback provided there were 3 areas that were added to the current communication plan, which were as follows: <ul style="list-style-type: none"> – Communicate good news stories across the partnership. – Communicate the strategic work of the PSB across the partnership. – Communicate with the public on the work of the PSB. <p>With respect to the communications plan it was stated that a more consistent approach to cabinet reporting was still required. In addition, it's important that projects that only happen because of partnership work are celebrated and explained.</p>	
5.	<p>Partnership Evaluation and Development</p> <p>Wayne Tucker explained that a partnership evaluation was to be conducted similar to previous years. The only changes were to remove some duplicate questions and include an extra question around partner and public engagement.</p> <p>The SIP Board were asked to acknowledge this evaluation prior to circulation early next year.</p>	
6.	<p>Any Other Business</p> <p>No other business discussed.</p>	
7.	<p>Next Meeting</p> <p>Wednesday 22nd February 2017, 2pm @ Committee Room 5, Civic Centre</p>	