

## **Newport Public Services Board – Single Integrated Plan Board**

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

- 1) Minutes and Matters Arising (16<sup>th</sup> May 2017)
- 2) Action Log (16<sup>th</sup> May 2017)
- 3) SIP Board Terms of Reference
- 4) SIP Performance – Quarter 1 (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
- 5) Communications Plan 2017-18 Progress Update
- 6) PSB
  - a. Summary of Business – information item
  - b. Work programme
  - c. Well-being Assessment & Plan
- 7) Any Other Business

**Next Meeting:**

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

- Agenda items – Q2 Performance

**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:** Tuesday 16<sup>th</sup> May 2017  
**Venue:** Room 533 Directors, Civic Centre  
**Time:** 10am

**Present:** Will Godfrey (Chief Executive, Newport City Council); Mike Nicholson (Strategic Director – People, Newport City Council); Supt Matthew Williams (Gwent Police); Beverly Owen (Strategic Director – Place, 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); David Orpen (Work Placement, Health); and Wayne Tucker (Administrative Assistant, Newport City Council).

**Apologies:** N/A

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 (22<sup>nd</sup> February 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>The Digital team are looking into the Broadband Stats, with rural areas needing further attention.</li> <li>Dementia Friends was discussed at the PSB, including the development of DF, and award of DF status to the PSB Apprenticeships is going to a future PSB.</li> <li>We have become better with communications (incl. Twitter), with a press release after each PSB (ongoing).</li> <li>Care Closer to Home was discussed, further information to be circulated to the group. This will go to SLT before further discussion by the SIP/ PSB.</li> </ul> <p><b>It was agreed</b> Circulate information to the group on Care Closer to Home.</p> <p>Speak to the PSB chair about adding 'Care Closer to Home' to the PSB agenda later in the year.</p>	<p>Refer to NCC Digital Board for follow up</p> <p>WB / MN</p> <p>TMcK</p>

No	Item	Action / Decision
3.	<p><b>SIP Performance – Annual Report (2016-17)</b></p> <p>The draft Annual Report (2016-17) was discussed by the group, with an overview given by Emma Wakeham. It was reported that this was in draft form with gaps still in places that would need to be completed for the PSB meeting in June 2017.</p> <p>Scrutiny – there has been a review and a paper will be going to Cabinet to agree to the establishment of a scrutiny specifically for partnerships.</p> <p>a) <u>Safe &amp; Cohesive Communities Theme</u></p> <p>Supt Matthew Williams gave an overview of the Theme within the Annual Report, with the following raised:</p> <ul style="list-style-type: none"> <li>• The Pill Plan was highlighted, which initially was Police focussed but is now involving a range of partners. The recent arrests across the city were highlighted including across Pill.</li> <li>• There has been positive feedback from the local community within Pill – e.g. better working together, cleaner, etc.</li> <li>• ASB – some good working practices (multi-agency).</li> <li>• Cohesion – Modern Day Slavery work is continuing with positive outcomes.</li> <li>• A multi-faith group has been set up to discuss a variety of issues.</li> <li>• City Centre – parking issues do need further work.</li> </ul> <p>b) <u>Economy &amp; Skills Theme</u></p> <p>Beverly Owen gave an overview of the Theme within the Annual Report, with the following raised:</p> <ul style="list-style-type: none"> <li>• Some positive actions throughout the last year along with disappointments regarding Welsh Government funding.</li> <li>• There have been great Wi-Fi figures within the city, which will be further utilised this year.</li> <li>• VVP has come to the end of its lifespan.</li> <li>• Footfall figures have been inconsistent – maybe too much retail in city centre. Development of a new masterplan for the city centre is taking place.</li> <li>• National Software Academy – working closely with the University. Digital focus is key for the city.</li> <li>• NEET figures were highlighted – positive news. Reduction in Newport has been great but we need to be mindful of available resources in future years.</li> <li>• Noted the need to focus on those individuals with high numbers of barriers that prevent them from being in work. Working with partners to assist with this.</li> <li>• Consider other partner involvement – e.g. IoT project.</li> </ul> <p>c) <u>Health &amp; Wellbeing Theme</u></p>	

No	Item	Action / Decision
	<p>Will Beer gave an overview of the Theme within the Annual Report, with the following raised:</p> <ul style="list-style-type: none"> <li>• Highlighted some of the projects that have taken place e.g. Food and Nutrition programme in schools, breastfeeding welcome school, Foodwise, etc.</li> <li>• There are concerns over funding for projects given changes to the C1st &amp; Families First programmes, which will have an impact.</li> <li>• Resilience is an issue for the public, which has been acknowledged by GP's.</li> <li>• Homeless / street drinkers is an issue, with this more visible in the city centre. This may have been affected more due to the loss of other services e.g. The Olive Branch. A plan is needed around this issue moving forward.</li> <li>• Data rich services for health and social care are required across all services provided – this is a long term aim for this area to improve commission.</li> </ul> <p>d) <u>Communications – Good News Story</u></p> <p>It was noted that there was a need to highlight the positive news with the Annual Report that could be communicated to the public.</p> <p><b>It was agreed</b> Complete the overview section within the Annual Report by the 6<sup>th</sup> June 2017 and highlight the main good news stories from 2016-17, which could be communicated to the public.</p>	<p>MW / WB / BO</p>
4.	<p><b>Partnership Evaluation</b></p> <p>It was reported that the some results from the partnership evaluation had recently been completed, which were handed out for discussion. These were only initial results, with a final report developed for the PSB in June.</p> <p>The results from the PSB / SIP Board survey showed a slight deterioration but the PSB is still forming as a group. It is still early days for the PSB and those areas of concern can be addressed moving forward. Further evaluation to be reported to PSB.</p> <p><b>It was agreed</b> Partnership Evaluation to be reported to the PSB in June</p>	<p>WT / TMcK</p>
5.	<p><b>PSB</b></p> <p><u>Summary of Business</u></p> <p>The Summary of Business from the last PSB is being finalised but the following areas were discussed at the last meeting:</p> <ul style="list-style-type: none"> <li>• Gwent work was being commissioned – future predictions and future trends e.g. Happy Cities. This could be a useful product and could have potential in other areas.</li> <li>• Issues of the Community Councils not being involved – to be part of</li> </ul>	

No	Item	Action / Decision
	<p>Third Sector Partnership.</p> <p><b>It was agreed</b> Circulate information to the group regarding Happy Cities.</p> <p><u>Work programme</u> The PSB work programme was circulated to the group and is being developed.</p>  <p>PSB meetings forward work program</p> <p><u>Well-being Assessment and Plan</u> The Assessment has been published on the <a href="#">One Newport</a> and <a href="#">Newport Atlas</a> websites, with the individual community profiles close to being finalised.</p> <p>We are now at the planning stage for the Well-being Plan, which is much more difficult and can't be done in isolation. An approach to the plan needs to be ready for the Commissioner in June/July, with work taking place over the Summer before statutory consultation takes place.</p> <p>Will Godfrey stated that the recent PSB Member Workshop was really positive and it was good to see members fully engaged in the process. Further workshops are taking place on the 23<sup>rd</sup> / 24<sup>th</sup> / 25<sup>th</sup> May on each area.</p>	EW
6.	<p><b>Any Other Business</b></p> <p>It was stated that the Terms of Reference for the SIP Board needs to be reviewed from June, which will mean the membership being amended in light of the Well-being Plan.</p>  <p>One_Npt_SIP_Board _ToR Jun 2016.doc</p> <p>Will Godfrey also acknowledged that this would be Mike Nicholson's final SIP Board meeting as he is retiring from the authority.</p> <p><b>It was agreed</b> Any comments on the ToR to be sent to Emma.</p>	All
7.	<p><b>Next Meeting</b></p> <p>Wednesday 23<sup>rd</sup> August 2017, 1pm @ Committee Room 5, Civic Centre</p>	