

## **Newport Local Service Board – Single Integrated Plan Board**

**Wednesday 23<sup>rd</sup> March 2016, 2pm  
Committee Room 5, Civic Centre**

- 1) Minutes and Matters Arising (27<sup>th</sup> January 2016)
- 2) Action Log (27<sup>th</sup> January 2016)
- 3) PSB/LSB Update
- 4) Scrutiny Update
- 5) Performance Management Framework 2016/17
- 6) Partnership Evaluation Action Plan – Progress Update
- 7) Communication Plan
  - a. Progress Update
  - b. Update of Plan in light of the Wellbeing of Future Generations (Wales) Act
  - c. Communication Survey
- 8) Frequency of meetings
- 9) Communications
- 10) Any Other Business

**Next Meeting:**

Wednesday 20<sup>th</sup> April 2016, 2pm @ Committee Room 5, Civic Centre

**Terms of Reference (ToR):**

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

# Minutes

## Newport Local Service Board (LSB) Single Integrated Plan (SIP) Board

**Date:** Wednesday 27<sup>th</sup> January 2016  
**Venue:** Committee Room 5, Civic Centre  
**Time:** 2pm

**Present:** Will Godfrey (Chief Executive, Newport City Council); Debra Wood-Lawson (Head of People & Business Change, Newport City Council); Mike Nicholson (Strategic Director – People, Newport City Council); Superintendent Joanne Bull (Gwent Police); Bronwen John (Head of Partnership & Networks, Aneurin Bevan University Health Board); and Neil Taylor (Office of the Police & Crime Commissioner).

**Also in Attendance:** Rhys Cornwall (Partnership Manager, Newport City Council); and Wayne Tucker (Administrative Assistant, Newport City Council).

**Apologies:** Will Beer (Locum Consultant in Public Health, Public Health Wales); Sarah Aitken (Consultant in Public Health, Public Health Wales); and Sheila Davies (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>	
2.	<p><b>Minutes of the Previous Meeting (16<sup>th</sup> December 2015) &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>With respect to Neighbourhood Care Networks and Team Around the Cluster working closer together it was stated that this could be brought up for discussion at the Newport Integrated Partnership.</li> <li>Regarding the good news story on Friars Walk a contact in Marketing was provided by Beverly Owen, which will need to be followed up on.</li> </ul> <p><b>It was agreed</b> Follow up with Marketing on providing information on Friars Walk for a good news story.</p>	Wayne Tucker
3.	<p><b>Feeling Good About Newport Engagement Event – Feedback</b></p> <p>Feedback was given on the Engagement Event, with the following points raised:</p> <ul style="list-style-type: none"> <li>We are waiting for the final report on the event.</li> <li>There was positive feedback, with over 100 people attending.</li> </ul>	

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	<ul style="list-style-type: none"> <li>The venue (YMCA) wasn't very good as it was really cold and the acoustics were poor. It was stated that the Kings Church could be a venue option in the future.</li> <li>The Board thought it was really good and a useful session but a whole day was a big commitment, which may need consideration in the future.</li> </ul>	
4.	<p><b>Scrutiny (Performance Review) - Reminder</b></p> <p>Rhys Cornwall handed out an example Scrutiny Report, which was discussed further. It was reported that the last time performance was presented to Scrutiny all the themes were taken to a single committee, which was too much and didn't work particularly well.</p> <p>Following this the Chairs agreed to split reporting with each Theme attending a different Scrutiny Committee. The first one is the Safe &amp; Cohesive Communities Theme, which is going to the Streetscene, Regeneration &amp; Safety Committee in 2 weeks.</p> <p>At Scrutiny a report will be presented that includes a reflection on performance this year and looking forward to next year.</p> <p>Theme Leads will attend their specific committee and can bring along colleagues to assist if required.</p>	
5.	<p><b>Public Services Board Update</b></p> <p>Debra Wood-Lawson updated the Board on the work of the development group. A number of meetings have taken place with member's allocated tasks in the transition from an LSB to a PSB.</p> <p>A report is being pulled together for the next LSB, which will include the potential costs of resourcing the partnership for the 4 main partners. It was asked whether a report was also being taken to Cabinet on this, which may be useful in signalling the difference between a PSB and a LSB.</p> <p><b>It was agreed</b> Develop potential costs for the 4 main partners for their share of resourcing the partnership.</p> <p>Produce a Cabinet Report for March on the development of the PSB.</p>	<p>Debra Wood-Lawson / Rhys Cornwall</p> <p>Debra Wood-Lawson / Rhys Cornwall</p>
6.	<p><b>Wellbeing Assessment</b></p> <p>Rhys Cornwall explained about the Wellbeing Assessment, with it stated that the Council gave a response to the consultation on the National Wellbeing Indicators. A Future Trends Report is also expected from the Welsh Government in May.</p> <p>The assessment is split into a 'Situational' and 'Response' Analysis. Regarding the situational analysis, we have already completed a lot of this work as part of the UNA, Ward Profiles and Newport Overview. The</p>	

No	Item	Action / Decision
	<p>response analysis requires much further work and includes community engagement.</p> <p><b>It was agreed</b> Discuss the links and crossovers between the 'Wellbeing of Future Generations Act' and the 'Social Services and Wellbeing Act'.</p>	<p>Rhys Cornwall / Mike Nicholson</p>
7.	<p><b>Communications</b></p> <p>Rhys Cornwall explained that he needs to write to the PCC's Office on behalf of partners regarding the Malpas Off Road Bike Project, which was a huge success. It was stated that a potential press release could be developed to highlight this work.</p> <p><b>It was agreed</b> Develop a press release on the success of the Malpas Off Road Bike Project.</p>	<p>NCC &amp; Gwent Police Comms Teams</p>
8.	<p><b>Any Other Business</b></p> <p><u>Anti-Poverty Strands</u> It is being proposed that the anti-poverty strands need to be more closely aligned, with money potentially crossing between programmes. Workshops are taking place in Cardiff around this including the TAF Framework as part of this, which is a big strategic move.</p> <p>It was unclear on any specific actions yet but the Family Support Services (FSS) Board will keep an eye on this moving forward.</p> <p><b>It was agreed</b> Discuss the impact of these proposals before the FSS Board.</p>	<p>Rhys Cornwall / Mike Nicholson</p>
9.	<p><b>Next Meeting</b></p> <p>Wednesday 23<sup>rd</sup> March 2016, 2pm @ Committee Room 5, Civic Centre</p>	