

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

**Wednesday 23<sup>rd</sup> September 2015, 2pm  
Committee Room 5, Civic Centre**

- 1) Minutes and Matters Arising (26<sup>th</sup> August 2015)
- 2) Action Log (26<sup>th</sup> August 2015)
- 3) Recycling in Newport
- 4) Partnership Evaluation Action Plan
  - a. Terms of Reference
  - b. Theme Capacity (Theme Leads)
  - c. Community Engagement Group Action Plan
  - d. Participation Promise
- 5) Communication Plan
- 6) Any Other Business

**Next Meeting:**

**Wednesday 25<sup>th</sup> November 2015, 2pm @ Committee Room 5, Civic Centre**

# Minutes

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

**Date:** Wednesday 26<sup>th</sup> August 2015  
**Venue:** Committee Room 5, Civic Centre  
**Time:** 2pm

**Present:** Will Godfrey (Chief Executive, Newport City Council); Sheila Davies (Strategic Director – Place, Newport City Council); Dr Sarah Aitken (Consultant for Newport, Public Health Wales); Bronwen John (Head of Partnership & Networks, Aneurin Bevan University Health Board); Superintendent Glyn Fernquest (Gwent Police); and Debra Wood-Lawson (Head of People & Business Change, Newport City Council).

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

**Apologies:** Mike Nicholson (Strategic Director – People, 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 (24<sup>th</sup> June 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>• Sheila Davies explained that work was continuing on recycling in Newport. It was stated that it would be helpful to have an update at a future meeting on how Newport intends to meet the revised target of 58%.</li> <li>• Rhys Cornwall reported that he met with Neil Taylor (PCC’s Office) regarding the Supporting People with Enduring Alcohol Project. He was really impressed with the report that was produced and stated that they would welcome a formal funding bid.</li> <li>• It has been agreed that the originally planned event in September would no longer be arranged but be pushed back to Nov/Dec where we can focus on the UNA / Ward Profiles and begin to look at the priorities for 2016/17.</li> <li>• Debra Wood Lawson explained that the PSB Development Group had a workshop last week, which was well attended (including Welsh Government).</li> <li>• A range of actions were identified.</li> <li>• We are still waiting on guidance from the Welsh Government.</li> <li>• Further discussion took place.</li> </ul>	

No	Item	Action / Decision
	<ul style="list-style-type: none"> <li>• From the 1<sup>st</sup> April this will be a shared responsibility between all 4 statutory bodies.</li> <li>• Rhys Cornwall also highlighted the Gwent Wellbeing Assessment Group that took place on Monday.</li> </ul> <p><b>It was agreed</b> Arrange for Streetscene to give an update on recycling in Newport at the next meeting.</p>	Sheila Davies
3.	<p><b>Performance Reporting – Qrt 1 (April – June 2015/16)</b></p> <p>Rhys Cornwall gave a brief explanation of the Performance Reporting for Quarter 1 and the recommendations for the SIP Board to consider.</p> <p><u>Economy &amp; Skills Theme</u> Sheila Davies presented the Theme Dashboard, which led to the following points to be raised:</p> <ul style="list-style-type: none"> <li>• For additional housing units should we have a regular update on this (quarterly) as currently it seems that no work has been done?</li> <li>• Targets – greater definition of whether targets are quarterly or annually.</li> <li>• The key achievement regarding Gross Value Added per employee was queried.</li> </ul> <p><b>It was agreed</b> Follow up on whether quarterly updates can be given on additional housing units within the dashboard.</p> <p>Check the key achievement for Gross Value Added per employee for accuracy.</p> <p><u>Health &amp; Wellbeing Theme</u> Sarah Aitken presented the Theme Dashboard, which led to the following points to be raised:</p> <ul style="list-style-type: none"> <li>• Smoking rates were noted and whether there is a relationship between its reduction and increase in vapours.</li> <li>• Obesity – comparison with other areas based on income, ethnicity.</li> <li>• Do targets show what we need it to show? They may seem poor but they could actually be very good. The play targets may need to be checked given the difference between the Q1 target and full target.</li> <li>• Key impact should be on what we have said we would do and on the population data.</li> <li>• The Living Well Living Longer programme was also highlighted, which should be coming to Newport next year.</li> </ul>	<p>Sheila Davies</p> <p>Huw Williams</p>

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	<p><u>Safe &amp; Cohesive Communities Theme</u> Superintendent Fernquest presented the Theme Dashboard, which led to the following points to be raised:</p> <ul style="list-style-type: none"> <li>• It has been going well but changes to counter rules will affect the data (increase) but doesn't necessarily mean things are getting worse.</li> <li>• There were issues raised regarding the age of the data.</li> <li>• With regard to the targets, it was stated that it needs to be made clear that these were set under the previous counter rules.</li> </ul> <p><u>Tackling Poverty</u> Debra Wood Lawson explained about Tackling Poverty, which led to the following points being raised:</p> <ul style="list-style-type: none"> <li>• It was reported that for quarter 2 that Debra would look at having conversations with key individuals and will challenge the work going on (linking in with Cllr Tom Bond).</li> <li>• There is a need to identify and have further discussions on the best outcomes available to show the impact we are having on this area.</li> <li>• This led to further discussion on food banks and whether the number of regular visitors was available and how many there were across Newport.</li> <li>• Further discussion took place on the outcomes / activity that can affect poverty and its effect on other areas.</li> </ul> <p><u>Vulnerable Groups</u> Rhys Cornwall stated that from quarter 2 onwards we are suggesting looking at vulnerable groups in the way of an Equalities Impact Assessment (EIA). This would identify who is likely to be impacted by the work taking place.</p> <p>The Partnership &amp; Policy Team will help with doing this, with the SIP Board stating that they were happy with this approach.</p> <p><b>It was agreed</b> Send out the updated Vulnerable Groups paper for Quarter 1.</p>	<p>Wayne Tucker</p>
4.	<p><b>Scrutiny Reporting</b></p> <p>Rhys Cornwall explained that the plan was to split reporting into the 3 Themes, with each going to a different Scrutiny Committee. This will be instead of all reports going to a single committee.</p> <p>Once the reports for quarter 2 have been to the SIP Board they will then go to the specific Scrutiny Committees. It was also stated that the UNA and Ward Profiles will go to scrutiny as a workshop.</p> <p>How this will work is still to be refined, with further details available in due course.</p>	

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5.	<p><b>Any Other Business</b></p> <p>Bronwen John highlighted the issues around Community Hubs, with it stated that a meeting has taken place with Kier Duffin. It was noted that the project does need to better involve partners e.g. Health Board.</p> <p>In response Will Godfrey indicated that he has already instructed that the project be paused until there is more on an idea of what this is and whether there will be any impact.</p>	
6.	<p><b>Next Meeting</b></p> <p>Wednesday 23<sup>rd</sup> September 2015, 2pm @ Committee Room 5, Civic Centre</p>	