

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

**Wednesday 27<sup>th</sup> May 2015, 11am  
Committee Room 5, Civic Centre**

- 1) Minutes and Matters Arising (29<sup>th</sup> April 2015)
- 2) Action Log (29<sup>th</sup> April 2015)
- 3) Team around the Cluster – Discussion and Way Forward
- 4) LSB Update
- 5) Any Other Business

**Next Meeting:**

Wednesday 24<sup>th</sup> June 2015, 3pm @ Committee Room 5, Civic Centre

# Minutes

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

**Date:** Wednesday 29<sup>th</sup> April 2015  
**Venue:** Committee Room 5, Civic Centre  
**Time:** 3pm

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

**Also in Attendance:** Emma Wakeham (Partnership & Policy Officer, Newport City Council); Caroline James (Partnership & Policy Officer, Newport City Council); Ken Dicks (Team Around the Cluster Support Officer, Newport City Council); Pauline Marson (Assistant Head of Inclusion, Newport City Council); Supt Mark Warrender (Gwent Police); Nigel Stannard (Supporting People Manager, Newport City Council); and Wayne Tucker (Administrative Assistant, Newport City Council).

**Apologies:** Rhys Cornwall (Partnership Manager, Newport City Council); Michelle Vine (One Newport Information Officer, Newport City Council); and Huw Williams (Partnership & Policy Officer, 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 (25<sup>th</sup> February 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>The information on recycling that was presented to a previous meeting of the SIP Board will be circulated shortly.</li> <li>Will Godfrey reported that he did meet with Head Teachers as planned. At this meeting they also agreed that a Secondary School representative would join the Newport Economic Network.</li> </ul> <p><b>It was agreed</b> Follow up with Rhys Cornwall regarding the information that was presented on recycling.</p>	Wayne Tucker
3.	<p><b>Enduring Alcohol Project</b></p> <p>Superintendent Warrender and Nigel Stannard attended the meeting to give the Board an update / progress report from the 'Enduring Alcohol Project Group'.</p>	

No	Item	Action / Decision
	<p>The following points were raised:</p> <ul style="list-style-type: none"> <li>• A small cohort of individuals has been identified as potentially utilising this scheme. The models being used in other areas were highlighted; with it explained that the individuals within the scheme police themselves.</li> <li>• To support the project a research report was conducted, which was handed out. This research identified potential cohorts of street drinkers who may be willing to live in this type of scheme along with other issues and benefits associated with the scheme.</li> <li>• The next steps for the project were discussed with respect to short &amp; long term funding, evaluation, political approach, etc.</li> </ul> <p>Members of the SIP Board enquired about the cost of a potential evaluation, with it stated that funding streams could be accessed depending on what was needed but ideally this would have no or very little cost.</p> <p>It was noted that it would be difficult for funding to be sourced during the next few years if Supporting People were unable to fund a majority of the costs.</p> <p>It was agreed that the project was really positive, with further discussion on the scheme and its potential including how it would need to be sold to both politicians and the public.</p> <p>The Board agreed for the project to go ahead but would like some additional information / update e.g. financial implications, etc.</p> <p><b>It was agreed</b> Attend the SIP Board in June to give a further update on the Enduring Alcohol Project.</p>	<p>Supt Warrender / Nigel Stannard</p>
4.	<p><b>Draft Annual Report 2014-15</b></p> <p>Emma Wakeham explained about the Annual Report 2014-15, which was circulated in draft form. It was suggested that to support the report that an Executive Summary could be developed highlighting the key achievements during 2014-15.</p> <p>In addition, discussion took place around the LSB and how the Report should be presented to Scrutiny and which Committee it should go to given some of the issues faced last year.</p> <p>The Theme Leads highlighted some of the key achievements during 2014-15. It was noted that even though there have been some issues there was a story of improvements in Newport, with partners working together to make the city a better place.</p> <p><b>It was agreed</b> Develop an Executive Summary to support the Annual Report.</p>	<p>Partnership Team</p>

No	Item	Action / Decision
5.	<p><b>Performance Management Framework (PMF) 2015-16</b></p> <p>Emma Wakeham updated the group on the PMF for 2015-16, with some of the main changes highlighted as:</p> <ul style="list-style-type: none"> <li>• Clearer roles and responsibilities;</li> <li>• Removal of the Performance Group;</li> <li>• Increase the frequency of reporting to quarterly; and</li> <li>• Streamlining the Priority Delivery Plan.</li> </ul> <p>The Board stated that Tackling Poverty and Vulnerable Groups needed to be added to the timetable for reporting. While there was further talk on how specific areas are going to be focused on within the plan.</p> <p>In addition, it was asked whether for the names of the priorities under the Economy and Skills Theme were going to be changed as it was raised that they were unclear during the recent Engagement Events.</p> <p><b>It was agreed</b> Discuss with the Partnership Team about adding reporting on Vulnerable Groups and Tackling Poverty into the PMF.</p>	Emma Wakeham
6.	<p><b>Team around the Cluster – Discussion and Way Forward</b></p> <p>Mike Nicholson gave a presentation on developing an integrated learning &amp; wellbeing pathway, and ‘Team around the Cluster’. A paper was also circulated to the Board to support the presentation.</p> <p>Further discussion took place including how they were going to judge that this approach is a success compared to other initiatives. It was also stated what measures would be in place to evaluate the process as there are a number of data sets available.</p> <p>In addition, there is a need to clarify the objectives of this approach and clearly show that by introducing ‘Team around the Cluster’ that it has an impact. It was suggested that Mike Nicholson and Sarah Aitken could meet outside of the Board to iron out these issues so some agreement can be found at the next SIP Board meeting.</p> <p><b>It was agreed</b> Add ‘Team around the Cluster’ as the first item on the next agenda.</p>	Wayne Tucker
7.	<p><b>Any Other Business</b></p> <p>There was no other business discussed.</p>	
8.	<p><b>Next Meeting</b></p> <p>Wednesday 27<sup>th</sup> May 2015, 11am @ Committee Room 5, Civic Centre</p>	