

SSP OVERVIEW & MONITORING GROUP MEETING

Minutes of Meeting – 2nd September 2008

Tom Charnock (TC)	(Chair)	Steve Henderson (SH)	Faith Representative
Paul Gregory (PG)	Equalities Rep	Alison Chamberlain (AC)	SBC
James Griffin (JG)	SBC	Janet Beattie (JB)	SBC
Cllr Colin Lovell (CL)	SBC	Stella Milsom (SM)	(GOSW)
Celia Carrington (CC)	SBC (for Item 2)		

Apologies for Absence:

Ruth Hursey (RH)	Geographical Communities Rep	Geoffrey Hammond (GH)	Environment Representative
Steven Richards (SR)	SWRDA		

ITEM	DISCUSSION	ACTIONS
1	<p><u>Minutes and matters arising</u></p> <p>Minutes of the last meeting were agreed and signed off as a true record.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> a) Report on LAA1 PRG indicators will be going to the October meeting of the Partnership Board. b) Super Survey results will be going to the September meeting of the Partnership Board and will be circulated to the OMG group. c) 	AC / JB
2	<p>Connecting People Connecting Places (CP²)</p> <p>CC joined the group to talk to the CP² project. CC explained her role of project sponsor which oversees the work and will be the Champion on Corporate Board. The programme is currently being set, and it's proposed that the LAA be taken to local/neighbourhood areas, by using this method it will help communities understand what it's all about. The proposal is to have 7 clusters, but there is still work to be done with Members to decide on the clusters but they are looking at what will work and how it fits with the schools and current wards, but nothing is set in stone yet. The cluster areas will be firmed up in the next couple of weeks. Job Descriptions are being drawn up for Locality Directors, who need to be on board early to move this project forward. CC has a Programme Director working with her to bring it all together. TC added that a key concern is with the NRA areas and asked that the NRA's are included in the cluster with wealthier areas it may affect how funds are allocated. CC replied that she understood the concern but the way the Government looks at data is through super output areas and this is consistent across the country. TC added that this reassurance would help the community groups understand and asked that this is communicated to them. CC agreed to</p>	

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	<p>action with a letter to the community groups.</p> <p>CC continued that each cluster will have a Forum, initially with ward members and Locality Directors, but each cluster would be different and it more thought is needed to get it right. TC added that people’s perception of CP2 is that they would have more direct involvement, and the groups are concerned that power would go to unelected people; how will the groups have their say? PG asked if the clusters had been published yet, CC confirmed that it hadn’t yet and more work needed to be done with Members. PG suggested that the cluster information is published to allay fears. CC said she was interested to hear the concerns, the focus is around the ward members, this is evolutionary and will develop. Forums will begin with Elected Members and the Elected Members will work with communities, it will bring service delivery closer to the people. SH asked if a timetable had been established for this project. CC added that she is meeting with the Programme Director this week to firm up ideas and look at the role of the Locality Director and the Governance of the clusters. She added that it is important to get this in place early and it is key to have established decision making and governance procedures in place.</p> <p>SH asked what the view of the LAA Chairs of the blocks were, CC replied that the Chairs see it as an opportunity to get services working better for the Community. CC added that the blocks are thematic whereas CP² enables the LAA to be viewed and managed through a sub-Swindon geographical lens. CC continued that it is a complex project and she doesn’t want to raise expectations, the project is moving as fast as it can, it’s important to get it right. CC added that a lot of assumptions are being made on the back of one Cabinet report, and she is happy to hear the concerns. CC continued that communication is key and it is important that the right communication is sent out to the people of Swindon.</p> <p>TC shared his concerns that there has been no public debate over this, but CC clarified that this is still early days in the project. CC advised that the project didn’t get formally agreed until the end of June 2008 and added that the next steps are to appoint Locality Directors and governance of the clusters. CC thanked the group for raising their issues and she has taken them on board, she will take the views of the OMG away, especially on funding NRAs; community involvement; concern over area forums and bureaucracy; communication. Group thanked CC for her attendance.</p>	CC / JG
3	<p>OMG Review</p> <p>JG recapped on the presentation he gave to the last meeting and stressed that the outcome sought from this meeting is to agree the findings and gather the views of the group. JG continued that the OMG group is</p>	

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<p>currently very LAA focused but questioned that as there are other groups monitoring the progress of the LAA is this the best use of the OMG. JG added that the OMG's priorities are the Community Strategy and the group need to think how the OMG is going to bring this to life, encouraging and engaging with the people of Swindon. JG added that these are the headline findings, but a full and final report will be produced with input from the OMG. He added that he would like the OMG to have a specific work programme and look at the OMG's capability and capacity. JG added that the 2 annual conferences are key work areas for the OMG and to continue to use the conferences as a way of expanding community issues; SH's Interfaith group is an excellent example of how the members of the OMG could develop, TC concurred that it would be excellent if each member of the OMG had their own network like SH already has established, that would give the OMG the voice of the community and make the OMG very productive.</p> <p>SH added that he would like the workplan developed with the Terms of Reference in mind.</p> <p>TC added that funding is a consistent issue, the Council previously had a funding officer but this has now gone. Third Sector groups are asking where to obtain funding from. A Champion for funding is needed. JG added that a legitimate role of the group could be to look at External Funding, and there is current capacity in his team to look at this, an External Funding workshop was held at the last SSP conference.</p> <p>JG continued that with a specific workplan for the OMG it would give the group the potential to discuss new and dynamic issues. SH suggested that the next steps should be to have a detailed Partnership Development Plan for the group, the terms of reference need to be defined to encourage motivated people be brought into the group. SH added that he was in agreement with JG's proposals.</p> <p>PG talked about the role of the Equalities Advisory Forum of which he is chair; and the work they are doing with the Coalitions.</p> <p>SM talked about outcome based accountability and the methodology produced by Mark Friedman in "Turning the Curve". This methodology allows ideas to come forward, and it may be a good idea for the OMG group to do this exercise, the session could be facilitated by SM & JG. SH proposed that the OMG have a designated training day to do this when new members have joined the group.</p> <p>AC recapped on the next steps – JG and AC will look at the Terms of Reference and get them sent out to the group before the next meeting in October for sign off at that meeting. Membership of the OMG will be</p>	<p>JG / AC</p>
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	examined, along with the workplan and a draft Partnership Development Plan and these will be presented in October.	
4	<p>AOB</p> <p>PG asked why CC was leading on CP2 and not Chris Sivers. CL explained that as the project is a high priority for the Council, the Chief Executive delegated it to his deputy (Celia), but Chris Sivers has a huge part to play in the project.</p> <p>SM advised the group that she is now hot-desking in the Civic Centre for 1 day a week and now has a Council e-mail address that she can be contacted on, but as she is only here for the 1 day a week it is best to continue to send e-mails to her GOSW e-mail address. SM added that her special interest is to develop the locality manager role for the Government Office.</p> <p>SH advised the group that he had attended the HCOP block meeting on the 1st September, and was concerned over a discussion about one of the indicators in LAA2 which appears to have a problem with who will be delivering. AC will investigate.</p>	AC
5	<p><u>Date and time of next meeting:</u> 7th October 2008 – 3.30-5.30 pm – CR1, Civic Offices</p>	

Agreed and signed as a correct record: Date: