

SSP OVERVIEW & MONITORING GROUP MEETING

Minutes of Meeting –6th May 2008

Tom Charnock (TC)	(Chair)	Steve Henderson (SH)	Faith Representative
Stella Milsom (SM)	(GOSW)	Ruth Hursey (RH)	Geographical Communities Rep
Alison Chamberlain (AC)	SBC	Steven Richards (SR)	SWRDA
James Griffin (JG)	SBC	Geoffrey Hammond (GH)	Environment Representative
Janet Beattie (JB)	SBC	Janet Duffield (JD)	SBC for item 2

Apologies for Absence:

Cllr Colin Lovell (CL) SBC

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> <p>a) <u>SCF</u> – RH has met with Chris Sivers and Dorothy Brown and agreed that they would help set agendas for the Safer Communities Forum. RH has also met with JG to discuss the Neighbourhood Renewal Task Group (NRTG), Paula Harrison will be contacting the NRTG members to establish a more strategic way forward. RH added that Paula will be producing an updated Neighbourhood Renewal Strategy this year, which the NRTG will help to produce.</p>	
2	<p>Community Strategy Action Plan</p> <p>JD joined the meeting to update the group on the progress of the Community Strategy Action Plan. JD added that she had met with TC to look at the first draft of the action plan, and TC added that the Community Strategy states that there will be a short Action Plan for Year 1 which will be launched at the SSP Conference in June. JD said that she had started to populate the plan with information from the 50 Promises and other strategic plans and is meeting with various groups to complete this in the next couple of weeks. Discussion over key players and actions on the action plan, the group agreed that the plan must include the accountable/responsible officer details. The group discussed reporting arrangements and AC suggested that we tighten up how we reported on the old Community Strategy and RAG rate the new action plan. SM added that she would caution against asking for specific groups to report again but to tap into the existing reporting mechanism.</p>	

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	<p>JD asked the group how they wanted the Action Plan presented and the group agreed to have the document printed for distribution in delegate packs at the June Conference with a preamble of key facts to represent what has been achieved so far. SM added that it would be helpful if the action plan could cross reference to key documents. AC confirmed that when the Action Plan is uploaded to the SSP Website, there will also be hyperlinks to the key documents.</p> <p>JD asked the group to feedback any required amendments to her by May 14th.</p> <p>JD added that the ‘Story of the Consultation’ has also been produced, which was shared with the group, and asked that final comments should be sent to JD by 12th May. RH requested that this document is made available to delegates at the conference. JD confirmed that a copy would be in each of the delegates packs.</p>	<p>All</p> <p>All</p>
<p>3</p>	<p>Standing items</p> <p>Partnership Board: TC advised that he had missed the last Partnership Board meeting due to ill health, but he had recently attended the Mark Friedman conference “Turning the Curve -The Way Forward”. TC added that he gained a raft of information from this conference and found it hugely beneficial. JG added that he is a big fan of outcome focused working methods and would be running a session with his Policy Team and would be happy to run a similar session for this group if required. JG added that Mark Friedman’s book “Trying Hard is Not Good Enough” is worth reading. RH asked if a web address could be shared with the group.</p> <p>Block Meetings:</p> <p>E&S: GH updated the group on the meeting that was held at the end of April, and added that tremendous progress had been made and the group are happy with the set of indicators for their block, although there is concern over the CO2 per capita emissions indicator. SR asked if there was any news on the reward grant for LAA2, SM confirmed that the model has not yet been released but it is due out soon. GH shared the details of the indicators that the E&S group have agreed for LAA2.</p> <p>GH advised the group that he would be resigning his seat on the SSP OMG because he is now a member of the E&S Block. GH added that he is happy to discuss a replacement environmental rep for the OMG with the chair. JG added that this could be included in the review that is currently being undertaken.</p> <p>SSC: RH updated the group on the situation with her role on the SSC group and asked AC to speak to the Chair to get her role of Observer on the group agreed. RH added that she has been asked to sit on the Community Safety Group.</p>	<p>AC</p> <p>TC / GH</p> <p>AC</p>

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4	<p>LAA2</p> <p>JG updated the group on progress on LAA2 and distributed the latest list of indicators within blocks, which include the existing PRGs which have to be measured in Year 1 of LAA2, along with the position statement as at 29th April, which includes the progress on the delivery plans. JG added that the Partnership Board and the blocks have been encouraged to think about how we can deliver on the indicators and various workshops and conversations have been undertaken over the past month or so. JG added that he is happy to share the delivery plans with the OMG once the Partnership Board has signed them off on 13th May. JG added that there are two phases to the delivery plans, the first is high level and the second is the detail which will be worked on after 30th May, the delivery plans will be performance managed. JG continued that the delivery plans are being drafted by all the blocks. Children’s block have completed their’s, and the SSC block are producing theirs in ‘real time’. The story is slightly slower in other blocks. JG added that there is a meeting on 9th May where GOSW, the Block leaders and indicator owners will look at links across the blocks. OMG will be updated on the progress. All of this information will be fed into the Swindon Story and the final version will be sent to GOSW on 30th May for submission to CLG.</p> <p>SM added that GOSW have been involved every step of the way and Whitehall (CLG) is very interested and want to be involved in the delivery to communities. SM added that GOSW have encouraged people from across the region to meet up and discuss issues.</p>	
5	<p>OMG Review</p> <p>AC gave an update on the review that is currently taking place, and added that JG and herself are meeting and interviewing various key stakeholders for their views on the OMG and what work the OMG should be doing in the future. JG added that they are using a set of questions that had been devised with the help of the Office of Public Management. AC continued that the results and recommendations from the Review would be presented at the next OMG meeting on 8th July. AC added that she had spoken to Chris Lau about the election process for replacing Joe Backshell on the group and had fed back to the Chair with the suggestion that the group waits to the end of the review. RH added that the previous instruction from the group was to get the nomination and voting system set up to replace the Equalities rep, and this had not happened. AC added that JB was representing accessibility. RH reiterated that JB was meant to be representing Equalities and should have been elected at the Equality Forums. TC concluded that he would like to see the outcome of the review and look at what the Community want the OMG to represent and what the community lead is before any firm decision is made on replacing like for like. SH added that the group are working under the Terms of Reference for the OMG but are not fully represented. TC added that when Chris Lau started making</p>	

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	<p>enquiries with the Equalities Groups, issues arose, and he as Chair, made the decision to leave JB's replacement until the outcome of the review was known. SM added that as a compromise could the group invite a guest Equalities rep to be co-opted onto the group to fill the Equalities gap in the interim. The group agreed to this suggestion in the interim to at least the September meeting, TC added that the group needs someone with networks into the Community, various groups and all coalitions. AC will investigate and feedback to the group via the Chair.</p>	AC
6	<p>AOB <u>Interfaith Forum:</u> SH updated the group on the recent Interfaith Forum's initial meeting, this was by invitation and key network links were found and further work will be done on this. It was agreed that this would be piloted for 1 year and reviewed in April 2009. SH added it was an interesting group covering lots of religions.</p> <p><u>Scrutiny:</u> AC reminded the group that they have been invited to participate in the Scrutiny work programme and event on 29th May and to respond to either Emma Powell, JB or herself.</p> <p><u>Conference:</u> AC updated the group on the replies received so far. To date we have had 80 positive confirmation replies. A reminder e-mail will be sent out on the 19th May. The Information sessions are filling up and the speakers have been confirmed. The two speakers from the Audit Commission have advised that they will be doing something amusing and down to earth and will be CAA focused. AC added that this will be the last conference at Oakfield as the University of Bath are pulling out of Swindon in July.</p> <p><u>Multimedia Screen in Wharf Green:</u> RH said that it was a shame that the launch of the giant multimedia screen in Wharf Green was so disappointing. The launch took place on Friday 2nd May, with TV coverage, but a very small crowd. RH asked if the Head of Communications could report back to the group over the poor publicity by SBC over the launch.</p>	All
7	<p><u>Date and time of next meeting:</u> 8th July 2008 – 3.30-5.30 pm – CR1, Civic Offices</p>	

Agreed and signed as a correct record: Date: