

## SSP OVERVIEW & MONITORING GROUP MEETING

### Minutes of Meeting – 8<sup>th</sup> July 2008

Tom Charnock (TC)	(Chair)	Steve Henderson (SH)	Faith Representative
Ruth Hursey (RH)	Geographical Communities Rep	Geoffrey Hammond (GH)	Environment Representative
Paul Gregory (PG)	Equalities Rep	Alison Chamberlain (AC)	SBC
James Griffin (JG)	SBC	Janet Beattie (JB)	SBC
Naveen Bhardwaj (NB)	SBC for item 2		

#### Apologies for Absence:

Cllr Colin Lovell (CL)	SBC	Stella Milsom (SM)	(GOSW)
Steven Richards (SR)	SWRDA		

ITEM	DISCUSSION	ACTIONS
1	<p><b><u>Minutes and matters arising</u></b></p> <p>Minutes of the last meeting were agreed and signed off as a true record.</p> <p><b>Matters arising:</b></p> <p>a) <u>SCF</u> – RH updated the group and advised that she had resigned as chair of the NRTG. A consultant has been brought in to review the NRTG and the way ahead. As far as the OMG is concerned RH was co-opted as geographical communities rep and will remain as such until the end of the review.</p> <p>b) <u>Environmental Rep</u> – GH explained there was a question over his membership on the group, but he has agreed to stay with OMG until the review has been completed. TC clarified that new membership would be guided by the review.</p>	
2	<p><b>LAA1 – End of Year Data</b></p> <p>Naveen joined the group and gave a summary on the Quarter 4 data. The biggest issue is the high number of indicators with no data submitted. There are also gaps where we are waiting for the results of the Super Survey to come in. TC asked if we had a number of 15 year olds coming into NEET next year relating to indicator 6.1, Nav replied that some 15 year olds do slip through the net, but we are starting to work more closely with Connexions and more accurate data will be available in future. AC added that at the end of this year we are no longer required to collect data on the 130 indicators from LAA1, except the PRG indicators which need to continue to be measured until March 2009. The team are pulling together a report for Cabinet and Partnership Board to clarify the status of the LAA1 indicators which are not PRG related. JG added that</p>	

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	<p>there will be an audit closedown of LAA1. RH expressed her concern over the amount of indicators with no data available, and added that the OMG had previously asked that this issue is picked up by a responsible officer within the block. Nav added that on LAA2 all indicators have a named data officer, AC also advised the group that LAA2 has a duty to cooperate which we didn't have with LAA1.</p> <p>SH asked how the Super Survey results are disseminated. AC gave SH the background to the Super Survey, we are expecting topline results at the beginning of August and the full report will be available in September. Nav will also produce an executive summary of the results linked to the indicators. JG agreed that the points raised are valid, and lessons have been learn from LAA1 for LAA2. LAA2 has fewer targets but this time we have insisted on having delivery plans for all indicators.</p> <p>TC asked if there was a date for the LAA1 closedown data to go to Scrutiny. AC clarified that there will be a special Scrutiny meeting on LAA2 to look at the first 6 months and where we are with the delivery plans. We are not required by Government Office to report on LAA1 unless they are PRG targets. TC thanked Nav for the update and if the group have any questions on the data they can e-mail Nav at <a href="mailto:nbhardwaj@swindon.gov.uk">nbhardwaj@swindon.gov.uk</a></p>	
3	<p><b>Standing items</b></p> <p><b>Partnership Board:</b> TC advised that the last Partnership Board meeting in May was cancelled and the June meeting was an Away Day to which only the Block Chairs were invited. JG updated the group on the Away Day which concentrated on developing the Partnership Maturity model which JG will share with the group when it's been agreed by the Partnership Board. JG added that the group also discussed a more joined up approach to communication and performance management. JG added that it would be good for OMG to challenge and develop the Partnership Development Plan. JG added the next Partnership Board meeting is the 22<sup>nd</sup> July where it is hoped the framework will be agreed.</p> <p><b>Block Meetings:</b></p> <p><b>E&amp;S:</b> GH advised the group that this block hasn't met since the last OMG meeting, but they have been working on developing the Delivery Plans. JG added that all indicators have now been agreed by Government Office and the 5 indicators in the E&amp;S block will have delivery plans in place by September/October. GH added that this group would like to expand its membership.</p> <p><b>SSC:</b> RH has taken up the offer to sit on the group that feeds into the scrutiny of the SSC and has had 2</p>	

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	meetings with this group.	
<b>4</b>	<p><b>Connecting People, Connecting Places (CP2)</b>  AC distributed the information on CP2 with the agenda and TC added that the main release of the CP2 was at the SSP Conference in June. CP2 is progressing and Chris Sivers has been invited to the September OMG meeting to discuss this further, this could be an opportunity for OMG to get involved in the workstreams. Ruth talked about clusters and was disappointed at how the clusters have been put together particularly in light of all of the work that the Police did in setting up neighbourhood clusters. RH added that she is disappointed in how the Area Forums are going to be set up. PG talked about how the group could influence clusters as nothing was set in stone yet. TC asked if the group could influence the workstreams and how they move along. JG added it depends on how the process is managed and workstreams set. RH added that she is disappointed in how this has been handled by the administration and the Communities need to be more involved. GH added that an assessment of good practice on Community Engagement is needed. SH added that he doesn't think there are any strategies yet, but the OMG needs to ask 'how it is going?' and to keep asking the questions. RH said she would like to invite Cllr Bluh and Gavin Jones to the next meeting. Group agreed that Celia Carrington could be invited to the meeting in September as she is the Project Manager.</p>	JB
<b>5</b>	<p><b>OMG Review</b>  JG shared his presentation with the group and added that the purpose of the presentation was to present the interim report. The initial recommendations are suggestions at the moment and the review needs to be agreed by the group. If Swindon is to have a high performing partnership we need a high performing OMG. JG talked through the slides and AC added detail as to which partners and stakeholders were interviewed. SH added that with regard to the visibility of the OMG this is most tangible through the Conferences, RH added that the group needs to understand what we want visibility for and the OMG does communicate with their groups.</p> <p>TC asked how the CAA process was going to evolve in the OMG and JG advised that the KLOES (Key lines of enquiries) form this process and can be shared with the group and it is up to the OMG to claim the role. TC suggested that due to time restrictions at this meeting a special meeting is convened in to discuss the review in full within the next couple of weeks or so. AC agreed to e-mail the Terms of Reference and the full SWOT analysis to the group. AC added that the OMG should take comfort from the review that everyone saw the OMG with a role but that clarification of the role is needed.</p>	AC

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<b>6</b>	<p><b>AOB</b>          Due to the meeting overrunning the conference wash-up information will be e-mailed out to the group.</p>	AC
<b>7</b>	<p><b><u>Date and time of next meeting:</u></b>          2<sup>nd</sup> September 2008 – 3.30-5.30 pm – CR1, Civic Offices</p>	

Agreed and signed as a correct record: ..... Date: .....