

SSP OVERVIEW & MONITORING GROUP MEETING

Minutes of Meeting – 11th September 2007

Tom Charnock (TC) (Chair)		Cllr Colin Lovell (CL)	
Steven Richards (SR)	SWRDA	Renee Smith-Gorrige (RSG)	(GOSW)
Ruth Hursey (RH)	Renewal Task Group	Geoffrey Hammond (GH)	Environment Representative
Matthew Pearce (MP)	SBC	Joe Backshell (JB)	Equalities Representative
Matt Gott (MG)	SBC	Janet Beattie (JEB)	SBC
Apologies for Absence:			
Steve Henderson (SH)	Faith Representative	Alison Chamberlain (AC)	SBC

ITEM	DISCUSSION	ACTIONS
1	<p>RH Chaired the meeting for items 1 & 2. TC joined the meeting at item 3 and continued to Chair.</p> <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"> • Date set for 13th September for RH & JEB to meet to look at conference invitees/encouraging Community and Voluntary Sector attendance. • SSPOMG member attendance at Block meetings – AC has sent a note to all the block chairs to ask if OMG members could observe their meetings but is still awaiting responses. RH asked if it was possible to have details of the Health block meeting – including membership and a one page report on progress in the Health block. This is something that could be raised in the November meeting when the Chair of the Health block will be attending to do her update. 	
2	<p><u>Data Quality Strategy</u></p> <p>Dave Chaplin joined the group to talk about the Data Quality Strategy, which had been circulated to the group prior to the meeting. Dave explained the background to the strategy and the action plan and held a question and answer session with the group. Dave is happy to respond to any question from Members and can be contacted at dchaplin@swindon.gov.uk</p>	

SSP OVERVIEW & MONITORING GROUP MEETING
Minutes of Meeting – 11th September 2007

<p>3</p>	<p><u>Super Survey Top Line Results</u></p> <p>Sophie Duncan joined the group and presented the topline results from the second super survey. This survey had been done in-house and had received a 49% response rate, which is an excellent response to a postal survey. Sophie added that the full analysis report will be available mid October, although from the topline results there were no major changes to last years results. After a general discussion on the survey Sophie added that if any member wanted a specific area of the survey analysed in more detail to let her know, her contact details are sduncan@swindon.gov.uk</p> <p>Sophie advised the group that Swindon is unique in commissioning it's own Quality of Life Survey, as most authorities use the Best Value Satisfaction Survey.</p> <p>MP added that the Partners took a big part in scoping the survey and the topline results had been sent to the Partners for them to use the data to identify areas where more work is needed. MP continued that a discussion is needed on what happens in June 2008 when the new LAA is launched, but the LAA team would push for the survey to continue. Ultimately the decision rests with the SSP and LAA Partnership Board who commission work.</p>	
<p>4</p>	<p><u>Community Strategy Consultation</u></p> <p>Sheila Roberts joined the group with an update on the Community Strategy consultation and thanked the SSPOMG group for their help with the roadshows. Sheila added that so far, 14 roadshows had been held with 4 or 5 left to go. The video on the roadshows had been played at the beginning of the meeting, this video had been produced by Young People with the help of Cre8 studios. Emerging themes from the roadshows include an improved football stadium, better range of shopping, the canal, cleaner greener areas with less graffiti, the University, more police and feeling safer. The questionnaires are also being received both on-line and via the post and there appears to be broad agreement for the strategy with the emerging themes of protecting green paces, more green spaces, public safety, University and better education in the schools. Sheila asked the members to remind their groups that they have until the end of September to comment on the consultation.</p> <p>Sheila advised the group that the redraft of the document will be started as soon as the consultation period ends. The draft document will be sent through the group for their comments and views.</p>	

SSP OVERVIEW & MONITORING GROUP MEETING
Minutes of Meeting – 11th September 2007

	<p>RH stated that the group were expecting an Action Plan to sit behind the Community Strategy, but the current document doesn't have this. MG replied that primarily the document has to be about Swindon, the document will be a vision, not a specific plan and will not include a long list of actions. The aim of the Community Strategy is to influence the work of organisations across the Borough, to which the organisations need to sign up to. A number of strategic partners and business plans will be contained within the document. The Community Strategy will include an Appendix, which will be launched in April 2008. An action plan is needed for the commitment of organisations and partners with the monitoring done by the SSPOMG through an annual report. MG added that accountability needs to be logged and it is important that the SSPOMG comment on the draft document.</p> <p>TC commented that the old Community Strategy had engagement with the Community that the current consultation document doesn't have. JB added that Sheila and the team had done a lot of talking to the Community that will be included and will reflect what the Communities are saying. MG added that he's been engaging with Cabinet and it is envisaged that business plans will be driven by the Community Strategy, with an action plan for the delivery of the Community Strategy produced in April. This was agreed by the group. RSG added that the Government is looking at Community Strategies to address local issues as well as National issues.</p> <p>JB proposed that the group thanked Sheila and the team for the work they had done over the last 3 months on the Roadshows.</p>	
5	<p><u>SSP The Way Forward</u></p> <p>TC gave the background to the SSP OMG and added that the group was previously responsible for Compact, the Community Strategy and the LAA prior to the formation of the Partnership Board. At the moment the group is only responsible for the Community Strategy, and asked how the SSPOMG group can move forward, as they have outstanding community connections and host two very successful conferences a year that need building on. TC asked what the long-term Government proposals are and at what stage can the SSPOMG help. RSG advised that the next main announcement from the Government will be the Comprehensive Spending Review which will detail the main issues. RSG added that it is important that the SSPOMG continue as it has an important role in influencing and communicating the views of the Community and Voluntary Sectors.</p> <p>MG updated the group on the previous meeting where this discussion started, with the view of giving SSP a</p>	

SSP OVERVIEW & MONITORING GROUP MEETING
Minutes of Meeting – 11th September 2007

	<p>greater role within Scrutiny and added that he had received feedback following the meeting. MG added that the group had expressed their wishes to: attend block meetings (which is being followed up); evaluate the individual partnerships to take on community views; constant need to check and advise groups and members could take responsibility on individual blocks and feedback to the SSPOMG. RH added that each block structure and membership details are needed. MG proposed a letter from the Chair is sent to the LAA Block Chairs requesting dates that an OMG member is allowed to observe at future meetings. RSG added that if each member took on a block they could gain expertise and strengthen the SSP role.</p> <p>The structure of the new LAA was discussed. The OMG group backed the inclusion of a fifth block with themes including Climate Change, Waste and Transport Strategy.</p> <p>JB added that the group haven't discussed the structure, MG had started the conversation but progress had not been made. If members were to added block meetings and feed back to the group the current membership structure needs to be looked at with the view of possibly increasing it, and MG's appraisal of the document previously circulated by RH is needed. MG agreed that proper discussion in needed on the paper and proposed a meeting is held with MG, TC and RH outside the SSPOMG meeting as soon as possible, JEB to arrange. This item will return to the October meeting.</p>	<p>Chair</p> <p>JEB</p>
<p>6</p>	<p><u>AOB</u></p> <ul style="list-style-type: none"> • Up to date contact details for the SSPOMG group are required, JEB to action. • Future agenda's to include contact e-mail and phone details for visitors giving presentations. • Meeting in October needed to continue the conversation on The Way Forward. • Conference – agenda to include a short presentation from the Science Museum on their Inspire bid. This item will be an agenda item in October. 	<p>JEB</p> <p>JEB</p> <p>JEB</p> <p>JEB</p>
<p>7</p>	<p><u>Date and time of next meeting:</u></p> <ul style="list-style-type: none"> • 2nd October 2007 – 3.30-5.30 pm – Chief Executives Boardroom, Civic Offices 	

Agreed and signed as a correct record: Date: