

SSP OVERVIEW & MONITORING GROUP MEETING

Minutes of Meeting – 8th March 2007

Rosemary Power (RP)	Faith Representative (Chair)	Tom Charnock (TC)	WALC
Joe Backshell (JB)	Equalities Representative	Alison Chamberlain (AC)	SBC
Dilys Huggins (DH)	SBC	Janet Beattie (JEB)	SBC
Huw Lloyd-Jones (HLJ)	GOSW	Ruth Hursey (RH)	Renewal Task Group
Cllr Colin Lovell (CL)	SBC	Paula Harrison (PH)	Community Support Manger

Apologies for Absence:

Matt Gott (MG)	SBC	Steven Richards (SR)	SWRDA
Geoffrey Hammond (GH)	Environment Representative		

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, with an amend at item 3 to read “the notes from the New Sustainable Community Strategy workshops went to Partnership Board”.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> • Revised date for New Sustainable Community Strategy Gap Analysis meeting confirmed as Monday 23rd April 2007, the meeting will be held in the Civic Offices CR 4. • JB to meet with Dave Chaplin from the Performance team during March. • AC sent the 9 month review of the LAA to the group. • Away Day with Partnership Board – Matt to arrange when the refresh of the LAA has been signed off. • Rural & Parish Representation – TC’s concerns were sent to Gavin Jones, and a meeting has been arranged for TC to meet with Cllr Bluh, Cllr Foley, Cllr Wren, Cllr Young and Matt on 14th March. • JB asked for an illustration/flow chart on how the different boards / strategies relate to each other. • AC agreed to liaise with Chris Lau for formal procedures for Compacts. JB asked where would the complaint go after it had reached the LSP, TC agreed that there are 2 distinct levels but Chris would advise on this. TC added that the Compact will be launched at the SSP Conference in June. 	Alison

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	<ul style="list-style-type: none"> • RP advised that the first meeting with Cllr Bluh did not happen in February, but they are due to meet on 19th March. RP will discuss the issue of the business representative on the OMG at her meeting with Cllr Bluh. • RP advised that the Faith Representative election process is to be looked at, Chris Lau is leading on this. 	
<p style="text-align: center;">2</p>	<p><u>June Conference</u> AC asked if the group would like the Partnership Team to send a flyer out to alert people to the date of the next SSP Conference in June. Group agreed that this would be a good idea. RH asked if AC could provide the analysis of conference attendees which was promised at the November meeting. AC agreed to forward to RH the analysis that went to the January meeting. Date of the Conference is Thursday 28th June at Oakfield. TC shared his agenda idea with the group and circulated copies for discussion. AC suggested that she would pull together a draft agenda for the Conference and e-mail to the group for agreement.</p> <p>TC added that he had attended a Youthbank of Swindon meeting at the De Vere Hotel on 7th March, run by Tim Mason of the Youth Service. This meeting was very well attended.</p>	<p style="text-align: center;">Alison</p> <p style="text-align: center;">Alison</p>
<p style="text-align: center;">3</p>	<p><u>Neighbourhood Renewal Strategy (NRS)</u> PH updated the group on the background of the Neighbourhood Renewal Strategy and how we have got to where we are today. She added that the future of a separate Neighbourhood Renewal Strategy has to be considered as a lot of the areas are now covered by the LAA, and a refresh is due in 2008. Certain areas will also be covered in the New Sustainable Community Strategy. RH added that although the LAA covers a lot of the targets the bigger issues are not included which makes the argument stronger to keep a separate Neighbourhood Renewal Strategy. DH endorsed the continuation of the NRS and added that there is a need to demonstrate how all the strategies link together. It is also essential for funding and lottery bids. PH added that the Community section of the Council had just undergone a restructure. RH expressed concern that in the restructure NR was no longer in one place and it might be confusing not knowing with whom to relate and the advocate role for NR in SBC services might not be clear. JB suggested that the SSP group indicate to the Director of Community that they hoped there would be sufficient support for PH and that the NR role would not be minimised. PH thanked the group for their support and said that as the re-structure had only just been completed it was too soon to tell and that she would keep the group advised of any problems through RH.</p>	

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4	<p><u>Dates of future meetings</u></p> <p>RH asked if the date of the April meeting could be moved from April 12th to the following week. Group agreed that the April meeting would be held on April 17th. The group were asked to consider a change of day for the meetings due to other commitments of some members, the group agreed to move the meetings to Tuesdays. Dates of future meetings will be circulated with the minutes.</p> <p>RH added that it would be helpful if any papers handed out at the meetings be distributed with the minutes. This was agreed by the group.</p>	Alison/Janet
5	<p>NSCS</p> <p>DH updated the group on the NSCS. DH had prepared, a paper before her holiday, which was supposed to go to the LAA Partnership Board on 2nd March to ensure that what we had captured was deliverable, and would form the basis of the discussion at the Gap Analysis meeting on 6th March. Unfortunately the agenda for the Partnership Board focussed on the functions of the Board, and they did not have time to deliberate the paper, which is why the Gap Analysis meeting has been postponed until April 23rd.</p> <p>DH shared the draft strictly private and confidential document with the group and has asked for any comments to be fed back to her by April 11th. When she has received comments she will feed back to the group by the end of play on April 13th so that they can consider changes before the next meeting. DH added that the document is slimline and focuses on looking forward to paint a picture of what Swindon will look like in the future. It is envisaged that the NSCS will mirror and match the Core Strategy, and there will be a need for compromise here and there.</p> <p>TC commented that it is good that we are sticking to the 6 themes as these fit nicely with the LAA Blocks. TC asked if copies are being sent to the workgroup members from January. DH replied that at this moment in time the document is strictly private and confidential to the OMG. The draft document has to go to Corporate Board, Cabinet and Partnership Board. DH added that this is a strategy and will go through the Gateway process. TC asked if the finished document had to go through the Gateway process, DH clarified that the</p>	

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	<p>Gateway sees the draft consultation document. CL asked if the draft document the group had been handed was the document going to Gateway 1. DH confirmed this. DH advised that she is happy to run a brief session to explain the Gateway Process. The Conference was intended to be at the end of the consultation period but we will use the Conference to form part of the consultation instead. It is still hoped that the document will be launched in the November Conference.</p> <p>RH added that there are no targets in the consultation document. DH advised that there will be an action plan seated behind each theme, it is then up to the relevant theme lead to update the action plan. RH was concerned that some areas were woolly and hard to achieve. TC added that this is where the action plan will come in to detail exactly what is in place to deliver the targets. DH added that these are the debates we want at the conference and added that she is happy if the group wanted to call her to discuss the document further before they feedback by 11th April.</p>	
7	<p>AOB</p> <p><u>Future Agenda</u> April agenda to include:</p> <ul style="list-style-type: none"> • Rural Issues update (dependant on outcome of TC's Rural Issues meeting on 14th March) • NSCS • June Conference • Central Area Action Plan 'Preferred Options Draft' David Dewart – (10 minutes) <p><u>Swindon Community Empowerment Network</u> JB had attended a VAS meeting which discussed the Swindon Community Empowerment Network, and was concerned that the phrase Strategic Partnership is being used a lot in other meetings which is causing confusion. AC added that Caroline Cooper has asked to come to a future meeting (proposed for April meeting). JEB to check with Caroline.</p>	

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	<p><u>GOSW rep</u></p> <ul style="list-style-type: none"> • The group thanked Huw Lloyd-Jones for his input and support to the SSP and wished him luck for the future. <p><u>Change of e-mail address for Chair</u> RP advised that her e-mail address had changed. JEB will e-mail the group with the new details.</p>	
6	<p><u>Date and time of next meeting:</u></p> <ul style="list-style-type: none"> • Tuesday 17th April 2007 – 4.00 – 6.00 pm – Committee Room 3, Civic Offices 	

Agreed and signed as a correct record: Date: